The Duquesne University Bulletin

CATALOG NUMBER

ANNOUNCEMENTS

1945-1946 1946-1947

DUQUESNE UNIVERSITY
PITTSBURGH 19, PA.

CALENDAR—1945-1946

1945–1946

SUMMER SESSION

May 28 to June 2, Monday-Saturday.....Registration, Summer Evening
June 4, Monday.....Summer Evening Session Begins
June 7, 8, Thursday and Friday.....Registration Pre-Session
June 11, Monday.....Pre-Session Begins
June 29, Friday.....Pre-Session Ends
June 28, 30, Thursday-Saturday.....Registration Summer Day (6–8 Weeks)
July 2, Monday.....Summer Day (6–8 Weeks) Session Begins
July 4, Wednesday.....A Holiday
July 6, Friday.....Latest Date to Apply for Degrees, August Candidates
August 10, Friday.....Summer Day (6 Weeks) Session Ends
August 24, Friday.....Evening and 8 Week Day Sessions End

FIRST SEMESTER

September 12–15, Wednesday-Saturday.....Registration First Semester
September 17, Monday.....First Semester Begins
September 29, Saturday..Latest Date for Registration, Change of Schedules
October 15–17, Monday-Wednesday.....Annual Retreat
October 27, Saturday.....Latest Date for Removal of E, I, & X Marks
October 27, Saturday..Latest Date to Apply for Degrees, January Candidates
November 1, Thursday.....A Holiday
November 12, Monday.....A Holiday*
November 14, Wednesday.....Mid-Semester Examinations*
November 21, Wednesday.....Thanksgiving Recess begins after last class
November 26, Monday.....Classes Resumed
December 8, Saturday.....A Holiday
December 19, Wednesday.....Christmas Vacation begins after last class*
December 21, Friday, Christmas Vacation begins after last class, School of Law
January 3, Thursday.....Classes Resumed
January 21, Monday.....Final Examinations Begin*
January 28, 29, Monday and Tuesday.....Mid-Year Holidays*

SECOND SEMESTER

January 30—February 2, Wednesday-Saturday.Registration Second Semester*
February 4, Monday.....Second Semester Begins
February 16, Saturday..Latest Date for Registration, Change of Schedules
February 22, Friday.....A Holiday
March 16, Saturday.....Latest Date for Removal of E, I, & X Marks
March 16, Saturday....Latest Date to Apply for Degrees, June Candidates
March 27, Wednesday.....Mid-Semester Examinations
April 17, Wednesday.....Easter Recess begins after the last class
April 22, Monday.....Classes Resumed—School of Law
April 24, Wednesday.....Classes Resumed
May 27, Monday.....Final Examinations Begin*
May 30, Thursday.....A Holiday
June 9, Sunday.....Baccalaureate Services and Commencement Exercises

*All Schools Except the School of Law

The

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PITTSBURGH 19, PA.

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WAR TIME CATALOG

Foreword

Because of the shortage of paper and other commodities resulting from the heavy demands upon production in time of war, Duquesne University is this year foregoing the publication of separate bulletins for each of its various schools. Instead, this comprehensive war time catalog has been designed to give the minimum essential information about the university as a whole and each of its subdivisions. Furthermore, the curricula, tuition, fees, and rate of acceleration in schedule outlined herein are in these times especially subject to change. Requests for the latest, more detailed information on specific questions should be addressed either to the Registrar or to the dean of the school which the question concerns.

ACCREDITATION

Duquesne University is a member of the following educational associations: The Association of Colleges and Secondary Schools of the Middle States and Maryland, American Council on Education, National Catholic Educational Association, Catholic Educational Association of Pennsylvania, Pennsylvania State Education Association, Eastern States Association of Professional Schools for Teachers, the American Association of Colleges of Pharmacy, American Association of Collegiate Registrars, the American Medical Association, the Association of Collegiate Schools of Nursing, and the Public Health Nursing curriculum offered by the University is on the list of schools approved by the Education Committee of the National Organization for Public Health Nursing, State Council of Education, Affiliated with the Catholic University of America, State approved University Charter, American Council on Pharmaceutical Education, American Association of Colleges of Pharmacy, Pennsylvania State Board of Pharmacy, Pennsylvania State Council Education, Approved Supreme Court of Pennsylvania, State Board of Law Examiners of Pennsylvania, National Institute of Credit.

DUQUESNE UNIVERSITY

PITTSBURGH 19, PA.

HISTORICAL STATEMENT

Duquesne University has grown from a college of arts and letters founded in 1878 and incorporated in 1881 as the Pittsburgh Catholic College of the Holy Ghost to an institution now comprising eight schools with a peace-time total enrollment of 4,200 students. In 1911, the Pittsburgh Catholic College obtained a university charter and became Duquesne University. As amended in 1930, this charter authorizes the university to grant degrees not only in the arts and sciences, law, medicine, dentistry, and pharmacy, as originally provided for, but also in education and music.

The present schools of the university, all offering courses leading to degrees, are *The College of Liberal Arts and Sciences, The School of Law, The School of Business Administration, The School of Pharmacy, The School of Music, The School of Education, The School of Nursing, and The Graduate School.* Among the courses offered are the pre-medical and pre-dental.

The campus, located on one of the hills bounding Pittsburgh's Golden Triangle, is within easy access of both the rapid transit lines which enter the city from all parts of Allegheny County and the stations of all of the railroads. Also convenient is the Downtown School in the Fitzsimons Building at 331 Fourth Avenue, in the heart of the financial district. Most of the daily classes of the regular school year are held on the campus, but besides these, summer sessions and late afternoon, evening, and Saturday courses, accomodating over 1,500 students, are held both on the campus and downtown.

Until 1915, regular courses in the various schools of the university had been limited to men students. After that year, however, because of increasing demands, women were admitted first to the schools of Law, Business Administration, and Drama. At present, women students are admitted to all departments of the university.

EDUCATIONAL PURPOSE, POLICY, AND AIM

Duquesne University has a distinctive function among the several major educational institutions of Western Pennsylvania: the education of young men and women in the ideals and practice of Catholic philosophy and Christian ethics. The general aim of the administrative officers and faculty, as a body of educators, is to secure the combined development of both mind and heart in the formation of character, for the man and citizen. They recognize moral training as an essential element of true education, and, while offering every facility in the acquisition of the highest and broadest mental culture, they spare no effort to form in the student habits of virtue and moral integrity. It is their ultimate ambition to form men of deep thought, of solid principles, and of sound character. In keeping with this aim and in fulfillment of the university's distinctive function, their first wish is to prepare students as Duquesne men and Duquesne women. The definition of what makes a Duquesne man and a Duquesne woman is to be found in certain courses common to all curricula in the undergraduate schools during the first and second years of study on the campus. These *Core Courses* are the university's articles of educational belief—articles which may be summarized as follows:

Duquesne University believes that, while it is not her prerogative to see that her students do what is right (for this is limited to the sphere of every man's and woman's own conscience), it is nevertheless her duty to see to it that they know what is right and what is wrong morally. Accordingly, she prescribes in the Freshman year a course in both the principles and the problems of Ethics. She believes that her students should have a true concept of the role of the individual in society. In consonance with this belief, she prescribes in the Freshman year a course in the History of American Democracy especially designed to give both an appreciation of the freedom and an understanding of the responsibilities of the citizen in a republic founded on sound democratic principles.

She believes that her students, in order that their knowledge may be fruitful to others, should have facility in clear and

effective expression. To supply this need, and also to develop in the student a sound, discriminating artistic taste, she prescribes in the Freshman year a course in English Composition and in the Sophomore year a course in English Literature. She believes that her students, to be truly educated minds, must be able to give to themselves and to others a reasonable argument for the knowledge that is in them. Consequently, she prescribes a course in Logic to be taken in the Sophomore year. Finally, she believes in "a sound mind in a sound body." Accordingly, she prescribes for first and second year men and women either Physical Education, Military Science, or Eurhythmics.

Duquesne University, therefore, during the first and second years of her undergraduates' life on the campus, places the prime emphasis on the pursuits which lead to the formation of Duquesne men and women; but the professional subjects, which will ultimately be the source of livelihood for the graduate, are by no means neglected.

DUQUESNE AND THE VETERAN

To assist the returning service man and woman in their efforts toward a return to normal pursuits, the university has established a Bureau of Counseling and Guidance. In agreement with the majority of educational institutions, Duquesne University believes that students returning to college after war service are normal men and women who have lived through an abnormal experience. The function of the Counseling Bureau is therefore not to treat these students as pathological cases; rather it is to afford them the facilities of an advisory service in making the necessary adjustments to the normal and more enduring patterns of living.

Appointments for consultation may be made directly with the individual counselors, or through the director of the bureau.

UNIVERSITY BOARD OF DIRECTORS AND EXECUTIVE OFFICERS

BOARD OF DIRECTORS

Very Reverend Raymond V. Kirk, C.S.Sp., Ph.D.
Duquesne University

Very Reverend George J. Collins, C.S.Sp., Litt.D.
1615 Manchester Lane, Washington, D.C.

Reverend Francis P. Smith, C.S.Sp., M.A.
Duquesne University

Reverend H. J. Goebel, C.S.Sp., B.A.
Duquesne University

Reverend Joseph A. Kirkbride, C.S.Sp., M.A.
St. Ann's Rectory, Millvale, Pa.

Reverend Edward M. Smith, C.S.Sp., D.Sc.
Duquesne University

Honorable Edward Martin, LL.B., LL.D., D.M.Sc.
Governor of the Commonwealth of Pennsylvania

Reverend Charles A. Kapp, C.S.Sp.
608 Farragut St., Millvale, Pa.

Reverend J. A. Rossenbach, C.S.Sp., B.A.
St. Mary's Rectory, Sharpsburg, Pa.

Reverend S. J. Schiffgens, C.S.Sp., B.A.
Duquesne University

Reverend Joseph Sonnefeld, C.S.Sp., B.A.
3058 Brereton Ave., Pittsburgh, Pa.

OFFICERS OF THE UNIVERSITY ADMINISTRATION

Most Reverend Hugh C. Boyle, D.D.
Chancellor

Very Reverend Raymond V. Kirk, C.S.Sp., Ph.D.
President

Reverend Francis P. Smith, C.S.Sp., M.A.
Vice President

Reverend S. J. Schiffgens, C.S.Sp., B.A.
Treasurer

Reverend Edward M. Smith, C.S.Sp., D.Sc.
Secretary

THE UNIVERSITY PERSONNEL

OFFICERS OF ADMINISTRATION

The University

Very Reverend Raymond V. Kirk, C.S.Sp., Ph.D
President

Reverend Francis P. Smith, C.S.Sp., M.A.
Vice President

Reverend Edward M. Smith, C.S.Sp., D.Sc.
Secretary

Reverend Sebastian J. Schiffgens, C.S.Sp., B.A
Treasurer

Maurice J. Murphy, M. in Ed.
University Registrar

Reverend Edward M. Smith, C.S.Sp., D.Sc.
Dean of Men

Elizabeth K. Wingerter, B.A., M.A.
Dean of Women

Maria Gertrude Blanchard, B.A.
University Librarian

Reverend John P. Gallagher, C.S.Sp. B.S. in L.S.
Director of University Library

Brice B. Smith, B.A., Major, U.S.A.
Director of Military Science and Tactics

Leo D. O'Donnell, M.D.
Director of Student Health

Reverend William E. O'Donnell, C.S.Sp., M.A.
Chairman, Committee on Student Welfare

Reverend Joseph P. Lucey, C.S.Sp., B.S. in Econ.
Director of Public Relations

ACADEMIC DIVISIONS

Reverend Francis P. Smith, C.S.Sp., M.A.
Dean of the College of Liberal Arts and Sciences

C. Gerald Brophy, M.A., LL.B.
Dean of the School of Law

Albert Bayard Wright, M.A., D.C.S.
Dean of the School of Business Administration
Director of Evening Division

Hugh C. Muldoon, Ph.G., B.S., D.Sc.
Dean of the School of Pharmacy

Reverend Edward M. Smith, C.S.Sp., D.Sc.
Dean of the School of Music

A. Lester Pierce, M.A., D.Ed.
Dean of the School of Education

Ruth D. Johnson, R.N., B.Ph., M.A.
Dean of the School of Nursing

Reverend James F. Carroll, C.S.Sp., M.A., S.T.D.
Dean of the Graduate School

Reverend George A. Harcar, C.S.Sp., M.A.
Director of the Summer Sessions

ADMISSIONS OFFICE

Reverend Salvator J. Federici, C.S.Sp., Ph.D., *Director*
Helen Emrick, *Executive Secretary*

CHAIRMEN OF STANDING COMMITTEES

Reverend Francis P. Smith, C.S.Sp., M.A.
Chairman, University Council

Maurice J. Murphy, M. in Ed.
Chairman, Committee on Admissions and Student Standing

Reverend William E. O'Donnell, C.S.Sp., M.A.
Chairman, Committee on Student Welfare

Reverend Joseph P. Lucey, C.S.Sp., B.S. in Econ.
Chairman, Committee on Public Relations

FACULTY

MARY V. ADAMS.....*Associate Professor of Nursing Education*
Acting Director of Public Health Nursing
R.N. John Hopkins School of Nursing
B.S. Duquesne University, 1944
5819 Fifth Ave., Pittsburgh 6, Pa. HIland 9312

MAX ADAMS.....*Instructor in Bassoon*
Conservatory of Music, Leipzig
2204 Rockledge St., Pittsburgh, Pa. CEdar 3928

SISTER M. ALICIA.....*Instructor in Pediatrics*
R.N. Mercy School of Nursing, 1931
B.S. Catholic University, 1939
Mercy School of Nursing, Boulevard of the Allies,
Pittsburgh 19, Pa. ATlantic 7950

SISTER M. AMBROSE.....*Instructor in Medical Nursing*
R.N. Mercy School of Nursing, 1914
B.S. Duquesne University, 1932
Mercy School of Nursing, Boulevard of the Allies,
Pittsburgh 19, Pa. ATlantic 7950

REV. JOHN E. BANEY C.S.Sp.....*Associate Professor of English*
B.A. St. Mary's Seminary, 1934
B.D. St. Mary's Seminary, 1938
M.A. Duquesne University, 1941
Duquesne University, Pittsburgh, Pa. GRant 4635

ANNE M. BARR.....*Assistant Professor of Elementary Education*
B.Ed. Duquesne University, 1938
M.A. Duquesne University, 1940
44 LaClede Street, Pittsburgh 11, Pa. EVerglade 1893

M/Sgt. FRED J. BEACH, DEML.....*Instructor and Supply Sergeant*
704 Magee St., Pittsburgh, Pa. COurt 4640

CHARLES H. BECKER.....*Asst. Professor of Pharmacy and Pharmacognosy*
B.S. University of Illinois, 1937
M.S. University of Florida, 1939
Ph.D. University of Florida, 1940
5547 Bartlett St., Pittsburgh 17, Pa.

IONA R. BERRY.....*Instructor in German*
B.A. University of Pittsburgh, 1921
M.A. University of Pittsburgh, 1922
Ph.D. University of Pittsburgh, 1931
3910 Voelkel Ave., Pittsburgh, Pa. FIeldbrook 7095

EVA BETSCHART.....*Instructor in Elementary Education*
B.S. Pennsylvania State College, 1925
M.A. Pennsylvania State College, 1928
603 Olympia Road, Pittsburgh 11, Pa. EVerglade 1381

ELEANORA A. BEVIL.....*Instructor in Elementary Education*
B.S. University of Pittsburgh, 1935
M.Ed. University of Pittsburgh, 1942
432 Kelly Street, Pittsburgh 21, Pa. CHurchill 6782

MARIA GERTRUDE BLANCHARD.....*Instructor in Library Science*
Graduate, Carnegie Library School of Pittsburgh, 1913
B.A. Notre Dame University, 1927
4506 Centre Avenue, Pittsburgh 13, Pa. MAyflower 3564

SISTER M. BONIFACE.....*Instructor in Operating Room*
R.N. Mercy School of Nursing, 1918
B.S. Duquesne University, 1933
Mercy School of Nursing, Boulevard of the Allies,
Pittsburgh 19, Pa. ATlantic 7950

HARRY O. BOORD.....*Instructor in Accounting*
B.S. University of Pittsburgh, 1924
M.S. Washington & Jefferson College, 1927
Ph.D. University of Pittsburgh, 1936
C.P.A. Pennsylvania, 1925
319 S. Main St., Washington, Pa. Washington 47

FLORINDA BORTOLUZZI.....*Instructor in Nursing Arts*
R.N. Mercy School of Nursing, 1939
B.S. Duquesne University, 1943
5503 Howe St., Pittsburgh, Pa. MAyflower 1857

SISTER M. EVANGELISTA BRADY, S.S.J.....*Instructor in Education*
B.A. Duquesne University, 1926
M.A. Duquesne University, 1929
Mount Gallitzen, Baden, Pennsylvania Baden 3861

HELEN M. BRENNAN.....*Instructor in Elementary Education*
B.S. University of Pittsburgh
M.A. University of Pittsburgh
Royal York Apartments, Pittsburgh, Pa. SChenley 5400

ELLIOTT BRODIE.....*Lecturer in First Aid*
D.D.S. University of Pittsburgh, 1926
1436 Fifth Ave., Pittsburgh, Pa. ATlantic 7819

C. GERALD BROPHY.....*Dean, School of Law*
A.B. St. Joseph's College, 1920
A.M. Duquesne University, 1922
LL.B. Duquesne University, 1923
Room 411, 331 Fourth Ave., Pittsburgh 22, Pa. GRant 4640

REV. ROBERT E. BROWN, S.M.....*Instructor in Library Science*
B.A. University of Dayton, 1927
B.S. in L.S. Columbia University, 1942
1400 Troy Hill Road, Pittsburgh 12, Pa. CEdar 2911

SISTER M. CARLOTTA.....*Instructor in Obstetrical Nursing*
R.N. Mercy School of Nursing, 1919
B.S. Duquesne University, 1931
Mercy School of Nursing, Boulevard of the Allies,
Pittsburgh 19, Pa. Atlantic 7950

REV. COLEMAN J. CARROLL.....*Instructor in Philosophy*
B.A. Duquesne University, 1926
M.A. St. Vincent's Seminary, 1928
S.T.L. St. Vincent's Seminary, 1930
J.C.D. Catholic University, 1944
St. Basil's Rectory, Brownsville Rd., Pittsburgh, Pa. CArrick 1119

REV. JAMES F. CARROLL, C.S.Sp. ..... *Professor of Philosophy*
B.A. Duquesne University, 1908
S.T.D. Fribourg University, 1915
Duquesne University, Pittsburgh, Pa. GRant 4635

CATHERINE CIAMBELLA ..... *Instructor in Physical Education*
B.A. Duquesne University, 1938
1711 Fairacres Ave., Pittsburgh 16, Pa. FIeldbrook 5948

*JOSEPH S. D. CHRISTOF ..... *Instructor in Law*
LL.B. Duquesne University, 1927

HERMAN F. CLEMENT ..... *Instructor in String Bass*
129 Sycamore St., Pittsburgh, Pa. EVerglade 5660

SR. M. CLEMENTINE, R.S.M. ..... *Hospital Instructor in Dispensing*
Ph.G. University of Pittsburgh, 1911
Mercy Hospital, Pittsburgh, Pa. Atlantic 8800

JOSEPH CARRIOLS ..... *Instructor in Spanish*
B.A. Barcelona Institute, 1898
M.A. Villar College, 1900
2620 Perrysville Ave., Pittsburgh, Pa. FAirfax 6648

MARIA G. CARRIOLS ..... *Professor of Spanish*
B.A. Barcelona Institute, 1902
M.A. Barcelona Institute, 1907
2620 Perrysville Ave., Pittsburgh, Pa. FAirfax 6648

PATRICK J. CRONIN ..... *Professor of Mathematics*
B.A. St. Charles College, 1894
M.A. St. Charles College, 1897
Ph.D. Spring Hill College, 1912
Litt.D. Duquesne University, 1940
72 Marion St., Pittsburgh, Pa. COurt 0814

JOSEPH A. CROWE ..... *Assistant Professor of Mathematics*
B.A. College of St. Francis Xavier, 1917
C.E. Brooklyn Polytechnic Institute, 1919
1939 Antietam St., E.E., Pittsburgh, Pa.

W. JOHN DAVIS ..... *Instructor in Law*
B.S. St. Francis College, 1927
LL.B. Duquesne University, 1930
M.Ed. Duquesne University, 1941
26 Pocono Drive, Greentree, Pittsburgh 20, Pa. WAlnut 7843

OSCAR E. DELBIANCO ..... *Professor of Counterpoint, Orchestration, Composition*
Naples Conservatory, 1907
Iroquois Apts., Pittsburgh, Pa. HIland 7691

*JOHN P. DESMOND ..... *Instructor in English*
B.A. Duquesne University, 1929
M.A. Duquesne University, 1940
1007 Hulton Road, Oakmont, Pa. Oakmont 1628

*Serving in the armed forces

**Rev. Louis A. Dietrich, C.S.Sp. ..... *Assistant Professor of English*
B.A. Duquesne University, 1931
B.D. St. Mary's Seminary, 1932
M.A. Duquesne University, 1940

Maud Doherty ..... *Assistant Professor of Nursing Education*
Director of Basic Collegiate Program
R.N. Army School of Nursing, 1921
B.S. Columbia University, 1934
M.A. Columbia University, 1936
650 Morewood Ave., Pittsburgh 13, Pa. SChenley 5047

Mrs. Brunhilde Dorsch ..... *Instructor in Eurhythmics*
B.A. Carnegie Institute of Technology, 1935
M.S. in Ed. Duquesne University, 1939
2428 Pioneer Ave., Pittsburgh, Pa. LEhigh 4714

*Robert C. Downie ..... *Instructor in Law*
A. B. Monmouth College, 1927
LL.B. University of Pittsburgh, 1927

Rev. Francis R. Duffy, C.S.Sp. ..... *Assistant Professor of Sociology*
B.A. St. Mary's Seminary, 1938
B.D. St. Mary's Seminary, 1942
M.A. Catholic University, 1943
Duquesne University, Pittsburgh, Pa. GRant 4635

Tobias H. Dunkelberger ..... *Professor of Chemistry*
B.S. Dickinson College, 1930
Ph.D. University of Pittsburgh, 1937
1019 Mellon St., Pittsburgh, Pa. HIland 2071

Harry S. Dunmire ..... *Instructor in Law*
A.B. Washington & Jefferson, 1917
LL.B. Harvard, 1922
300 Chamber of Commerce Bldg., Pittsburgh 19, Pa. ATlantic 1522

Rev. Michael J. Dwyer, C.S.Sp. ..... *Assistant Professor of Psychology*
B.A. Duquesne University, 1928
B.D. St. Mary's Seminary, 1930
Duquesne University, Pittsburgh, Pa. GRant 4635

Owen J. Dwyer ..... *Instructor in Commerce*
B.S. in Ec. Duquesne University, 1926
Sixth St., Pittsburgh 15, Pa. STerling 0995

Frank T. Ebberts ..... *Assistant Professor of Business Law*
B.S. in Ec. Duquesne University, 1925
LL.B. Ibidem, 1927
428 Bon Air Ave., Pittsburgh 10, Pa. EVerglade 7943

Hon. John P. Egan ..... *Instructor in Law*
Judge of Court of Common Pleas
A.B. Duquesne University, 1911
A.M. Duquesne University, 1913
LL.B. Duquesne University, 1915
City County Bldg., Pittsburgh 19, Pa. ATlantic 4900

*Serving in the armed forces
**Leave of absence

PERCY O. EITEL.....*Instructor in Finance*
242 Arabella St., Pittsburgh 10, Pa. EVerglade 4880

HOWARD EULENSTEIN.....*Instructor in Business Law*
LL.B. Duquesne University, 1933
2192 Pauline Ave., Pittsburgh 16, Pa. LEhigh 1558

JOHN E. EVANS, JR.....*Instructor in Law*
A.B. Harvard, 1930
LL.B. Harvard, 1932
35 St. Nicholas Bldg., Pittsburgh 19, Pa. GRant 4780

REV. MICHAEL J. FAIDEL.....*Instructor in Political Science*
B.A. St. Vincent's Seminary, 1913
M.A. St. Vincent's Seminary, 1915
S.T.B. St. Vincent's Seminary, 1917
LL.B. Duquesne University, 1942
306 Four Mile Run Road, Pittsburgh, Pa. HAzel 2766

J. PAUL FARRELL.....*Instructor in Business Law*
B.S. in Ec. Duquesne University, 1927
LL.B. Duquesne University, 1929
520 Locust St., McKeesport, Pa. McKeesport 7182

REV. SALVATOR J. FEDERICI, C.S.Sp.....*Associate Professor of History*
B.A. Duquesne University, 1934
S.T.B. Fribourg University, 1938
Ph.D. Georgetown University, 1945
Duquesne University, Pittsburgh, Pa. GRant 4635

ALICE C. FEEHAN.....*Instructor of Nursing Education*
Assistant Supervisor of Practice Teachers
R.N. Mercy School of Nursing, 1931
B.S. Duquesne University, 1941
3690 Poplar Ave., Castle Shannon, Pa. LEhigh 7912

MICHAEL V. FERENCE.....*Assistant Professor of Education*
B.S. Edinboro State Teachers College, 1935
M.S. Duquesne University, 1937
303 Union Ave., Pittsburgh 2, Pa. LInden 6195

SR. MARY FIDELIA, Fel. O.S.F.....*Assistant in Pharmacy*
B.S. (Phar.) Duquesne University, 1943
St. Mary's Hospital, McKeesport, Pa. McKeesport 32322

C. FRANCIS FISHER.....*Instructor in Law*
B.S. in Bus. Ad. University of Pittsburgh, 1936
LL.B. Duquesne University, 1943
80 Pasadena St., Pittsburgh 11, Pa.

**REV. JOHN P. GALLAGHER, C.S.Sp.....*Instructor in Mathematics*
B.A. St. Mary's Seminary, 1941
B.S. in L.S. Catholic University, 1942

REV. VERNON F. GALLAGHER, C.S.Sp.....*Assistant Professor of English*
B.A. St. Mary's Seminary, 1936
B.D. St. Mary's Seminary, 1940
M.A. University of Pennsylvania, 1942
Duquesne University, Pittsburgh, Pa. GRant 4635

**Leave of absence

HOWARD GETZ.....*Assistant in Pharmacy and Chemistry*
B.S. (Phar.) Duquesne University, 1943
1505 Creedmoor Ave., Brookline, Pittsburgh 26, Pa. LEhigh 1919

R. A. D. GILLIS, M.D.....*Lecturer in Obstetrics*
B.A. Oxford University
M.D. Magill University
4305 Bigelow Boulevard, Pittsburgh, Pa. SChenley 5457

EDMUND M. GOEHRING.....*Instructor in Music*
B.S. in Pub. School Music, Duquesne University, 1930
M.S. in Pub. School Music, Duquesne University, 1935
1220 Strahley Place, Pittsburgh, Pa. WAlnut 3344

JOSEPH P. GORHAM.....*Assistant Professor of Accounting*
B.S. in Ec. Duquesne University, 1928
M.B.A. Pennsylvania, 1931
104 Penfield Place, Pittsburgh 8, Pa. PEnhurst 7364

SR. M. GONZAGA.....*Supervisor, Dietary Department, Mercy Hospital*
B.S. Mount Mercy College, 1935
Mercy School of Nursing, Boulevard of the Allies,
Pittsburgh 19, Pa. ATlantic 7950

SYLVIA B. GREEN.....*Lecturer in Social Studies*
Consultant, Social Service Department, Mercy Hospital
B.A. Mount Mercy College, 1938
M.A. Catholic University, 1940
4716 Ellsworth Ave., Pittsburgh 13, Pa. MAyflower 8100

MARIO GRILLI.....*Instructor in French Horn*
Conservatory of Naples
3604 Forbes St., Pittsburgh, Pa. SChenley 6167

FLOYD R. GRIMES.....*Instructor in Commercial Design*
325 James Ave., E. McKeesport, Pa. Valley 5105-J

FAITH P. HADLEY.....*Lecturer in Epidemiology*
B.A. University of Michigan, 1920
M.S. University of Michigan, 1922
Dr. P.H. University of Michigan, 1935
Green Ave., Glenshaw, Pa. Glenshaw 388

REV. GEORGE A. HARCAR, C.S.Sp.....*Associate Professor of Latin*
B.A. Duquesne University, 1935
B.D. St. Mary's Seminary, 1937
M.A. Duquesne University, 1941
Duquesne University, Pittsburgh, Pa. GRant 4635

SUE HARRISON.....*Superintendent, Tuberculosis League of Pittsburgh*
B.A. Cornell University, 1928
R.N., B.N. Yale University School of Nursing, 1935
2851 Bedford Ave., Pittsburgh 19, Pa. MAyflower 0400

SR. M. JEAN FRANCES HEINRICH.....*Instructor in Education*
B.A. Duquesne University, 1925
M.A. Duquesne University, 1928
Mount Alvernia, Pittsburgh 9, Pa. Millvale 2200

F. W. HERSHELMAN.....*Instructor in Business Education*
B. of Accounts, Valparaiso University, 1914
14 Elm Lane, Pittsburgh 23, Pa. STerling 2617

C. E. HILBORN.....*Instructor in Business Administration*
A.B. Allegheny College, 1911
A.M. University of West Virginia, 1917
2317 Dartmore Ave., Pittsburgh 10, Pa. CArrick 1461-J

I. L. HILLMAN.....*Instructor in Finance*
B.S. in Ec. Duquesne University, 1931
C.P.A. Pennsylvania, 1932
68 Greenlee Road, Pittsburgh 10, Pa. CArrick 2387-M

WILVERDA HODEL.....*Assistant Professor of Business Education*
B.S. in B.A. University of Pittsburgh, 1924
M.S. in Ed. Duquesne University, 1935
Hotel Lincoln, East Palestine, Ohio

LOUISE HOLEWINSKI.....*Instructor in Nursing Arts*
R.N. Duquesne University School of Nursing, 1940
B.S. Duquesne University, 1940
3581 Beechwood Boulevard, Pittsburgh 17, Pa. HAzel 2515

REV. WILLIAM J. HOLT, C.S.Sp.....*Associate Professor of Psychology*
B.A. Duquesne University, 1928
B.D. St. Mary's Seminary, 1931
Duquesne University, Pittsburgh, Pa. GRant 4635

EBBA L. HOUGGY.....*Instructor in Music Education*
Supervisor of Practice Teaching in Public School Music
B.Ed. Duquesne University, 1938
3526 Beechwood Blvd., Pittsburgh, Pa. HAzel 7812

THOMAS D. HOWE.....*Professor of Biology*
B.S. University of Nebraska, 1921
M.A. University of Nebraska, 1922
Ph.D. University of Wisconsin, 1925
745 Linden Ave., Pittsburgh, Pa. HIland 1416

ALOIS HRABAK.....*Instructor in Flute*
55 Perryview Ave., Pittsburgh, Pa. WEllington 0428

SR. M. INEZ.....*Assistant Professor of Nursing Education*
Educational Director, Mercy School of Nursing
R.N. Mercy School of Nursing, 1931
B.S. Duquesne University, 1933
Mercy School of Nursing, Boulevard of the Allies,
Pittsburgh 19, Pa. ATlantic 7950

RUTH D. JOHNSON..*Dean of the School of Nursing, Professor of Nursing Education*
Ph.B. Brown University, 1924
R.N. Army School of Nursing, 1927
M.A. Duquesne University, 1945
4745 Bayard St., Pittsburgh 13, Pa. MUseum 0468

VIVIAN KAISER.....*Instructor in Dietetics*
B.S. Mount Mercy College, 1938
521 Bellaire Ave., Pittsburgh, Pa. LEhigh 2449

REV. JOSEPH R. KLETZEL, C.S.Sp. ..... *Instructor in English*
B.A. Duquesne University, 1935
B.D. St. Mary's Seminary, 1936
608 Farragut St., Millvale, Pa. Millvale 1181

FRANCIS X. KLEYLE ..... *Instructor in Secondary Education*
B.A. in Music, Carnegie Institute of Technology, 1924
M.S. in Ed. Duquesne University, 1933
421 Oneida St., Pittsburgh 11, Pa. EVerglade 2398

REV. HILARY J. KLINE, C.S.Sp. ..... *Instructor in English*
B.A. St. Mary's Seminary, 1937
B.D. St. Mary's Seminary, 1942
Duquesne University, Pittsburgh, Pa. GRant 4635

REV. GORDON F. KNIGHT, C.S.Sp. ..... *Assistant Professor of Philosophy*
B.A. St. Mary's Seminary, 1927
D.D. Gregorian University, Rome, 1930
Duquesne University, Pittsburgh, Pa. GRant 4635

MOTHER M. GREGORY KOLESAR, V.S.C. ..... *Instructor in Elementary Education*
B.Ed. Duquesne University, 1936
M.Ed. Duquesne University, 1943
St. Vincent Hill, Perrysville, Pennsylvania Perrysville 1293

SR. M. MAGDALENA KONEK, P.C.J. ..... *Instructor in Education*
Ph.D. University of Vienna, 1935
516 13th St., Parkersburg, W. Va. 371

ANDREW J. KOZORA ..... *Assistant Professor of Physics*
B.S. Duquesne University, 1932
M.S. Duquesne University, 1940
1121 Pemberton St., N.S., Pittsburgh, Pa. JUniper 5272-R

MOTHER M. THARSILLA KRAMER, D.P. ..... *Instructor in Education*
B.A. Duquesne University, 1926
M.A. Duquesne University, 1930
Allison Park, Pennsylvania Perrysville 1282

RALPH R. KREUER ..... *Instructor in Materia Medica*
Ph.G. Duquesne University, 1928
B.S. Duquesne University, 1930
4411 McKee Drive, Pittsburgh 10, Pa. CArrick 7225-J

WILLIAM H. LACEY ..... *Professor of Law, Secretary of the Law School*
A.B. University of Pittsburgh, 1904
LL.B. University of Pittsburgh, 1907
LL.D. Duquesne University, 1940
331 South Fairmount Ave., Pittsburgh, Pa. MOntrose 7044

REV. J. A. LAURITIS, C.S.Sp. ..... *Assistant Professor of English*
B.A. St. Mary's Seminary, 1936
B.D. St. Mary's Seminary, 1940
M.A. University of Pennsylvania, 1942
Duquesne University, Pittsburgh, Pa. GRant 4635

EVELYN J. LEATHAM (MRS.) ..... *Lecturer in Nutrition*
B.S. University of Alberta, 1939
M.S. Washington State College, 1941
Apt. F, 18 Brentshire Village, Pittsburgh 10, Pa. CArrick 5531-J

SR. M. CELINE LHOTA, O.S.F. ..... *Instructor in Music Education*
B.S. in Music Duquesne University, 1929
M.A. in Music Duquesne University, 1933
Mount Alvernia, Pittsburgh 9, Pa. Millvale 2200

ALBERT A. LOGAN ..... *Instructor in Accounting*
B.S. in Ec. Duquesne University, 1935
LL.B. Ibidem, 1939
C.P.A. Pennsylvania, 1934
2708 Graham Boulevard, Pittsburgh 21, Pa. CHurchill 1488

MILDRED I. LORENTZ ..... *Professor of Nursing Education, Assistant to the Dean*
R.N. College of Nursing and Health, University of Cincinnati, 1927
B.S. University of Cincinnati, 1928
M.A. T.C. Columbia University, 1941
Pennsylvania Apts., 4403 Center Ave., Pittsburgh 13, Pa. MAflower1903

SR. M. LOYOLA ..... *Assistant Professor of Nursing Education*
Director of Nurses, Mercy School of Nursing
Director of Clinical Experience, Basic Collegiate Program
R.N. Mercy School of Nursing, 1938
B.S. Duquesne University, 1941
Mercy School of Nursing, Boulevard of the Allies,
Pittsburgh 19, Pa. ATlantic 7950

EDITH LUNARDINI ..... *Instructor in Nursing Arts*
R.N. Duquesne University School of Nursing, 1941
B.S. Duquesne University, 1941
2259 Spokane Ave., Pittsburgh, Pa. CArrick 3491-J

HUGH MACDONALD ..... *Instructor in Piano and Organ*
Ecole Normalle, Paris, 1931
Vickroy St., Pittsburgh, Pa. GRant 4635

W. W. G. MACHLACHLAN, M.D. ..... *Lecturer in Medicine*
M.D. Magill University, 1907
1133 Wightman St., Pittsburgh, Pa. MAyflower 4299

*JOHN M. MARSHALL ..... *Instructor in Law*
B.S. University of Pittsburgh, 1922
LL.B. Duquesne University, 1931

H. B. MARTZ ..... *Instructor in Education*
B.A. Princeton University, 1921
M.S. Pennsylvania State College, 1930
544 Marie Ave., Pittsburgh 2, Pa. LInden 4695

*JOHN F. MATEJCZYK ..... *Assistant Professor of Chemistry*
B.S. Duquesne University, 1928
M.S. Duquesne University, 1932
7506 Trevanion Ave., Pittsburgh, Pa.

MCCLURG MILLER ..... *Instructor in Voice*
Mus.D. Waynesburg College, 1938
469 Orchard Drive, Pittsburgh, Pa. LOcust 0296

NORMAN C. MILLER, M.D. ..... *Lecturer in Pediatrics*
B.A. University of Pittsburgh, 1919
M.D. University of Pittsburgh, 1921
6747 Wilkens Ave., Pittsburgh 17, Pa. MOntrose 9514

*Serving in the armed forces

CATHERINE E. MORAN..*Supt. of Nurses, Gallinger Hospital, Washington, D.C.*
R.N. Gallinger Hospital, Washington, D.C.

REV. JOSEPH P. MORONEY, C.S.Sp.....*Assistant Professor of Chemistry*
B.A. St. Mary's Seminary, 1937
S.T.B. Fribourg University, 1938
Duquesne University, Pittsburgh, Pa. GRant 4635

JOHN T. MORRIS.....*Professor of Commerce*
A.B. Washington & Jefferson College, 1900
A.M. Columbia University, 1926
Ph.D. Ibidem, 1929
R. D. No. 2, Allison Park, Pa. Glenshaw 956-M

HUGH C. MULDOON..*Dean of the School of Pharmacy, Professor of Chemistry*
Ph.G. Union University, 1912
B.S. Valparaiso University, 1920
D.Sc. Valparaiso University, 1925
William Penn Hotel, Pittsburgh, Pa. ATlantic 7100

SR. M. HIERONYME MCCAFFREY, R.S.M.....*Instructor in Library Science*
Graduate, Carnegie Library School of Pittsburgh, 1927
B.A. University of Notre Dame, 1933
M.A. University of Notre Dame, 1941
700 Webster Ave., Pittsburgh 19, Pa. GRant 1077

ALBERTA FULLMAN MCCARTNEY.....*Instructor in Nursing Arts*
R.N. Mercy School of Nursing, 1938
1104 Milton Ave., Pittsburgh, Pa. CHurchill 2996

JAMES W. MCGOWAN.....*Professor of Sociology*
B.S. McGill University, 1923
B.A. University of Notre Dame, 1925
M.A. University of Notre Dame, 1926
Highland Terrace, Aspinwall, Pa. MAyflower 3342 STerling 4761

THOMAS J. MCMANUS.....*Instructor in Law*
B.S. in E. Duquesne University, 1930
LL.B. Duquesne University, 1934
747 Union Trust Building, Pittsburgh 19, Pa. ATlantic 6185

MOTHER M. GONZAGA NIEDERBERGER, O.S.F.....*Instructor in Education*
B.A. Duquesne University, 1925
M.A. Duquesne University, 1928
Mount Alvernia, Pittsburgh 9, Pa. Millvale 2200

SR. M. JEROME NOSAL, V.S.C.....*Instructor in Education*
B.Ed. Duquesne University, 1939
M.S.Ed. Duquesne University, 1941
St. Vincent Hill, Perrysville, Pa. Perrysville 1293

M/SGT. FRANCIS K. O'BRIEN, DEML.....*Instructor and Sgt. Major*
5239 Fieldcrest Drive, Pittsburgh 10, Pa. CArrick 0725-J

JOHN P. O'CARROLL.....*Professor of Chemistry*
B.A. National University of Ireland, 1920
M.A. Duquesne University, 1924
453 Simton Ave., Pittsburgh, Pa. CArrick 0672-W

REV. WILLIAM E. O'DONNELL, C.S.Sp. ..... *Professor of French*
B.A. Duquesne University, 1920
M.A. Duquesne University, 1930
Duquesne University, Pittsburgh, Pa. GRant 4635

*REV. WILLIAM F. O'NEILL, C.S.Sp. ..... *Instructor in Philosophy*
B.A. Duquesne University, 1929
B.D. St. Mary's Seminary, 1933

SR. M. BERNARDA OSTRONIC, O.S.B. ..... *Instructor in English*
B.A. Duquesne University, 1941
M.A. Duquesne University, 1944
4530 Perry Highway, Pittsburgh 2, Pa. WEllington 1871

HON. JAMES L. O'TOOLE ..... *Instructor in Law*
LL.B. Notre Dame, 1921
Judge of Court of Common Pleas
City County Bldg., Pittsburgh 19, Pa. ATlantic 4900

SR. M. LAURENTINE PAULEY, D.P. ..... *Instructor in Education*
B.A. Duquesne University, 1927
M.A. Duquesne University, 1943
Allison Park, Pennsylvania Perrysville 1282

A. LESTER PIERCE, *Dean of the School of Education, Professor of Secondary Education*
B.A. Milton College, 1921
M.A. University of Notre Dame, 1926
D.Ed. Milton College, 1941
Duquesne University, Pittsburgh 19, Pa. GRant 4635

LORA B. PINE ..... *Lecturer in Social Case Work*
B.A. University of Nebraska, 1919
M.A. University of Pittsburgh, 1931
M.S.S. University of Pittsburgh, 1941
523 Allenby Ave., Pittsburgh 18, Pa. CHurchill 9887

CHARLOTTE E. PITMAN ..... *Educational Director of Student Field Experience*
Public Health Nursing Association of Pittsburgh
R.N. Massachusetts General Hospital School of Nursing
B.A. Wellesley College, 1906
M.A. Columbia University, 1923
1039 Murrayhill Ave., Pittsburgh, Pa. HIland 7992

REV. THOMAS J. QUIGLEY ..... *Instructor in Education*
B.A. Duquesne University, 1927
M.A. Catholic University, 1938
5323 Penn Ave., Pittsburgh 24, Pa. MOntrose 5860

ARTHUR L. RAYHAWK ..... *Instructor in Business Administration*
A.B. Regis College, 1925
A.M. Catholic University, 1927
Ph.D. Ibidem, 1932
Room 743, Oliver Bldg., Pittsburgh 22, Pa. GRant 4124

*B. MEREDITH REID ..... *Instructor in Law*
A.B. Georgetown University, 1921
LL.B. University of Pittsburgh, 1924

MARY REILLY ..... *Instructor in Organ*
B.S. in Sacred Music, Duquesne University, 1934
139 Amabell St., Mt. Washington, Pittsburgh, Pa. EVerglade 0256

*Serving in the armed forces

D. W. RIAL.....*Instructor in Education*
B.S. Lafayette College, 1910
M.A. Clark University, 1916
705 Pitt St., Pittsburgh 21, Pa. PEnhurst 8024

REV. CHARLES O. RICE.....*Instructor in Economics*
B.A. Duquesne University, 1930
M.A. St. Vincent's Seminary, 1934
Office of Price Administration, Pittsburgh, Pa. GRant 3824

LOUIS V. ROCERETO.....*Instructor in Clarinet, Director of University Band*
22 Crafton Ave., Crafton, Pa. WAlnut 7709

JACOB ROSENBERG.....*Lecturer in Chemistry*
B.A. University of Michigan, 1920
M.S. University of Michigan, 1921
Ph.D. University of Pittsburgh, 1925
789 Academy Place, Mt. Lebanon, Pa.

WILFRED D. RUSH.....*Professor of Accounting*
B.C.S. Duquesne University, 1918
C.P.A. Pennsylvania, 1921
1601 Jancey St., Pittsburgh 6, Pa. HIland 3565

JOHN H. SAVULAK.....*Associate Professor of Secondary Education*
B.A. Duquesne University, 1926
M.A. Duquesne University, 1928
4621 Rolling Hills Road, Baldwin Manor, Pa. CArrick 6228-J

REV. JOHN R. SCHLICHT, C.S.Sp.....*Instructor in History*
B.A. St. Mary's Seminary, 1939
B.D. St. Mary's Seminary, 1943
M.A. Duquesne University, 1944
Duquesne University, Pittsburgh, Pa. GRant 4635

BERNARD L. SCHMITZER.....*Instructor in Commercial Display*
4025 Brandon Road, Pittsburgh 12, Pa. LInden 8020

SR. M. ASSUMPTA SCHNAUTKA, P.C.J.....*Instructor in Psychology*
Ph.D. University of Vienna, 1932
516 13th St., Parkersburg, W. Va. 371

ALBERT L. SCHNEIDER.....*Professorial Lecturer in Accounting*
C.P.A. Pennsylvania, 1922
4403 Centre Ave., Pittsburgh 13, Pa. MAyflower 1588

WILLIAM A. SCHUBERT.....*Assistant Professor of Biology*
B.A. LaSalle College, 1928
M.S. University of Pittsburgh, 1932
1227 Lilac and Shady Ave., Pittsburgh, Pa. LEhigh 0639

WILLIAM O. SCHULTZ.....*Instructor in Oboe*
Weimar Conservatory, Germany
627 Woodbourne St., Pittsburgh, Pa. FIeldbrook 4843

CATHERINE E. SHECKLER.....*Associate Professor of Nursing Education*
Director of Public Health Nursing (in absentia)
R.N. St. Joseph's Hospital School of Nursing, Fort Wayne, Indiana, 1932
B.S. Ohio State University, 1935
M.A. Columbia University, 1940
Pennsylvania Apts., 4403 Center Ave., Pittsburgh 13, Pa.

LOUIS SKENDER.....*Instructor in Physical Education*
B.S. in Ec. Duquesne University, 1930
LL.B. Duquesne University, 1935
Box 177, Beadling, Pennsylvania — Bridgeville 723-R

PAUL SLADEK.....*Instructor in Violin*
5108 Bayard St., Pittsburgh, Pa. — MAyflower 0608

MAJOR BRICE B. SMITH, INF.....*P. M. S. & T.*
A.B. Indiana University, 1933
1225 Berkshire Ave., Pittsburgh, Pa. — LEhigh 1906

REV. EDWARD M. SMITH, C.S.Sp.....*Associate Professor of Philosophy*
B.A. Duquesne University, 1931
B.D. St. Mary's Seminary, 1933
D.Sc. LaSalle College, 1943
Duquesne University, Pittsburgh, Pa. — GRant 4635

REV. FRANCIS P. SMITH, C.S.Sp.....*Associate Professor of Philosophy*
B.A. Duquesne University, 1930
B.D. St. Mary's Seminary, 1934
M.A. Catholic University, 1937
Duquesne University, Pittsburgh, Pa. — GRant 4635

AARON M. SNYDER.....*Instructor in Psychology*
B.A. Franklin Marshall College, 1903
Ph.D. University of Pennsylvania, 1910
96 Sampson St., Pittsburgh 5, Pa. — WAlnut 3873

*HENRY W. SPIEGEL.....*Assistant Professor of Economics*
Ph.D. University of Wisconsin, 1939
5600 Aylesboro Ave., Pittsburgh, Pa.

HARRY F. STAMBAUGH.....*Instructor in Law*
A.B. Princeton University, 1902
A.M. Princeton University, 1903
LL.B. Harvard, 1906
LL.D. Duquesne University, 1911
66 St. Nicholas Bldg., Pittsburgh 19, Pa. — COurt 2992

HELEN V. STEVENS.....*Director of Student Field Experience*
Public Health Nursing Association of Pittsburgh
R.N. St. Barnabas Hospital, Minneapolis, Minnesota
B.S. Columbia University, 1921
Saxonburg Boulevard, Pittsburgh 23, Pa. — WOodland 8582

*WM. ALVAH STEWART, JR.....*Instructor in Law*
A.B. Amherst, 1925
LL.B. Harvard, 1929

ELSA STOCKMANN.....*Instructor in Piano*
Royal Academy of Music, Berlin, 1915
B.S. in Music, Duquesne University, 1929
Iroquois Apartments, Pittsburgh, Pa. — SChenley 3506

**EUGENE B. STRASSBURGER.....*Instructor in Law*
A.B. Harvard, 1908
LL.B. Harvard, 1910
LL.D. Duquesne University, 1930
2602 Grant Bldg., Pittsburgh 19, Pa. — ATlantic 5424

*Serving in the armed forces

**Leave of absence

D. A. SULLIVAN.....*Instructor in Advertising*
725 Hastings St., Pittsburgh 6, Pa. MOntrose 3150

*REV. JOHN J. SULLIVAN, C.S.Sp.....*Professor of Classical Languages*
B.A. Duquesne University, 1930
M.A. Duquesne University, 1936
Ph.D. University of Pittsburgh, 1940

*PAUL G. SULLIVAN.....*Instructor in Law*
A.B. Duquesne University, 1925
A.M. Duquesne University, 1927
LL.B. Duquesne University, 1928

GEORGE V. TCHIRKOW.....*Assistant Professor of Commerce*
A.M. College of Oriental Languages at Moscow, 1901
M.Int.L. Moscow, 1902
D.Int.L. Consular Academy of the Foreign Office of Russia, 1905
8 Ellsworth Terrace, Pittsburgh 13, Pa. SChenley 3555

HAROLD J. VENGER.....*Instructor in Accounting*
B.S. in Ec. Duquesne University, 1927
C.P.A. Pennsylvania, 1928
2315 McNary Boulevard, Pittsburgh 21, Pa. PEnhurst 8115

SAMUEL G. WAGNER.....*Instructor in Law*
A.B. Carnegie Institute of Technology, 1920
Mus.B. University of Pittsburgh, 1920
A.M. University of Pittsburgh, 1925
LL.B. University of Pittsburgh, 1930
1510 Berger Building, Pittsburgh, 19, Pa. GRant 1282

*CLARENCE C. WALTON.....*Assistant Professor of Social Science*
B.A. University of Scranton, 1937
M.A. Syracuse University, 1938
Ph.D. Catholic University, 1940

JEAN WESSNER.....*Instructor in Cello*
6401 Fifth Ave., Pittsburgh, Pa. MOntrose 3002

ELIZABETH WINGERTER.....*Instructor in Elementary Education*
B.A. West Virginia University, 1929
M.A. University of Pittsburgh, 1930
837 Farragut St., Pittsburgh 6, Pa. HIland 8344

ALBERT BAYARD WRIGHT.....*Dean, School of Business Administration*
Professor of Business Administration
B.S. Illinois Wesleyan University, 1907
A.M. Ibidem, 1910
A.M. University of Illinois, 1914
D.S.C. Duquesne University, 1927
5649 Woodmont St., Pittsburgh 17, Pa. HAzel 8390

*EDMUND A. YOCHUM.....*Instructor in Chemistry*
B.S. Duquesne University, 1941
M.S. Duquesne University, 1943
1105 Mississippi Ave., Dormont, Pa.

*Serving in the armed forces

CURRICULAR INFORMATION

CATEGORIES OF STUDENTS

Students at Duquesne University are classified as *matriculated* and *non-matriculated.* A *matriculated student* is one who has satisfied all of the requirements for admission to the degree program of his choice and is pursuing courses in which he is qualified to earn credit for the degree. Registrants who are so classified may be full-time or part-time students in either the day or evening division of the university. *Non-matriculated students* are mature persons who are not interested in pursuing courses for a degree and who have not met the requirements for matriculation.

A student who is enrolled as a non-matriculated, or special student, must have the approval of the dean who is responsible for the courses to be pursued. In such case the entrance requirements may be waived, but the courses will not carry credit toward a degree at Duquesne until such time as the student has met fully the requirements of matriculation. Only in an exceptional case is a non-matriculated student permitted to attend regular day school classes.

Students carrying less than twelve* hours credit per semester are *part-time students.*

Students carrying a schedule of courses each semester which will enable them to qualify for a degree in the regular time are *full-time students.*

**School of Law—ten semester hours.*

REQUIREMENTS FOR ADMISSION TO THE UNDERGRADUATE SCHOOLS†

Admission of Regular students: A candidate for admission must be of good moral character. He should submit at least one recommendation of character signed by a person of established reputation.

The candidate must be a graduate, in the first three-fifths of his class, of an approved high school, or present satisfactory evidence of an equivalent preparation.

The candidate's application must be approved by the University Committee on Admissions.

†*There are certain additional requirements for admission to the School of Pharmacy (page 55), the School of Music (page 65), and the School of Nursing (page 76).*
For School of Law (page 46), and Graduate School (page 90).

The committee must be satisfied that the applicant is equipped to pursue his college studies with profit. In arriving at a decision the committee considers the applicant's character and general ability and examines the quality of previous achievement shown by the high school record. A personal interview and a special examination may be required.

Should the committee decide that the quality of the applicant's high school work makes success in college doubtful, a special entrance examination may be given by the University Faculties. This examination will include the scholastic aptitude and achievement tests of the American Council on Education.

Admission of Transfer Students: Students of approved colleges and universities will be admitted to advanced standing if their credentials so warrant. They must be in good standing and eligible to continue their studies at the institution previously attended. They must have been granted an honorable dismissal. A general average equivalent to the grade C at Duquesne is required of an applicant wishing to transfer. Advanced credit may be allowed for those courses which are the equivalent of the courses in the chosen Duquesne curriculum. No credit will be allowed in any subject with a grade lower than C.

Advanced standing is conditional until the student completes a minimum of one semester's work (15 semester hours). If his work proves unsatisfactory, the student will be requested to withdraw.

SUGGESTED HIGH SCHOOL COURSE OF STUDY IN PREPARATION FOR ADMISSION

Duquesne University does not require an applicant to present a fixed pattern of high school units for admission. The student, however, who desires to prepare for admission to this university, must, whatever course of study he pursues in high school, pursue it with interest and to the best of his ability.

For the student who desires to know what course in high school will best prepare him for Duquesne University, he is urged to follow the college preparatory course, *i.e.*, English—4 units; foreign language (Latin, Spanish, French, German, etc.)—2 units of one language; history, (including United States history)—2 units; mathematics (algebra and plane geometry)—2 units; science (including at least 1 unit in a laboratory science)—2 units; and elective subjects—2 units.

ENTRANCE CREDITS

Entrance Credits are stated in High School Units. A High School Unit represents a year's study in an approved standard secondary school, so planned as to constitute approximately one-fourth of a full year of work for a pupil of normal ability. To count as a unit, the recitation period shall aggregate approximately not less than 120 sixty-minute hours.

FRESHMAN DAYS AND PLACEMENT TESTS

All entering freshmen are required to take a group of the American Council on Education tests in English usage, scholastic aptitude, modern language, reading skill, and oral expression. No special preparation is necessary for these tests, and due notice of the time and place of administration will be given each prospective student. Failure to take the placement tests at the regular time will incur a penalty of $5.00 for individual tests. Freshmen are also required to attend all the activities prescribed for them during the registration period, in addition to the placement tests.

ROUTINE OF MATRICULATION

Regular Students

1. Applicants should address the Director of Admissions to obtain the necessary application blanks.

2. The applicant will complete the personal application and return it to the Director of Admissions, 801 Bluff St., Pittsburgh, Pennsylvania. He will have his high school complete the credentials form which must be mailed directly to the Director of Admissions.

3. Upon receipt of these application papers an evaluation will be made by the Committee on Admissions; the applicant will then be notified of his admission status and provided with information on registration.

Transfer Students

1. Applicant should address the Director of Admissions to obtain the necessary form.

2. The applicant will complete the form and return it to the Director of Admissions, 801 Bluff St., Pittsburgh, Pennsylvania.

3. The applicant must notify all colleges or universities previously attended to mail directly to the Director of Admissions, Duquesne University, official transcripts of record.

4. Upon receipt of all credentials an evaluation will be made; the applicant will then be notified of his admission status and provided with information concerning registration.

REGISTRATION INFORMATION

A registration period precedes each semester and summer session. (See University Calendar.) All schools register students during this period. Late registration, permitted for the first two weeks of a semester or the first week of the regular summer session, carries a penalty of $5.00. General regulations concerning registration are:

1. Registration for all day students is held on the campus. Registration for all evening students is held in the Fitzsimons Building, 331 Fourth Avenue.

2. The student's schedule is prepared in conference with his dean or adviser.

3. Tuition and fees for the semester are payable at registration time.

4. Admission to any class is allowed only to those who have officially registered for that class.

Students are not permitted to change their schedules of courses without the permission of their dean. A student who withdraws from a course without proper authorization receives a grade of F for the course. Change of schedule is permitted, without fee, only during the registration period. For a serious reason, change of schedule may be permitted during the same period that late registrations are accepted.

ACADEMIC REGULATIONS

The following regulations govern all undergraduate students of the university:

1. *Class Attendance*: Students are not permitted to absent themselves without good reason.
2. *Examinations*:
   a. *Entrance examinations* are given at the beginning of each semester for those applicants for admission who were not graduated in the upper three-fifths of their high school class.
   b. *Mid-Semester examinations* are given or omitted according to the regulations of the individual schools of the university.
   c. *Final examinations* are given at the end of each semester and summer session. No student is excused from taking final examinations.

d. *Condition examinations*, the date for which is announced in the university calendar, are given toward the end of the first month of each semester, in order to give students who have received the marks of E or X for courses taken during the preceding semester the opportunity to remove these deficiencies. For information on the fee for this examination, see the section of this bulletin headed "Tuition and Fees."

e. *Qualifying examinations in English*: All degree candidates in every department of the university are required to pass a qualifying examination in English at the end of their sophomore year. In this examination the student is expected to demonstrate a facility in clear expression and accurate reading. If a student should fail to pass the examination at his first attempt, he will be eligible to retake the examination the following year only if he can give evidence that he has been doing meanwhile additional work in English composition. The date and place of the examination will be posted.

f. *Comprehensive examinations*, covering the entire field of major study, must be passed successfully by every candidate before he may be recommended for a degree. The requirements governing types of comprehensive examinations for the various fields are established by the Committee on Comprehensive Examinations. This committee also determines in what fields a *Thesis* may take the place of the comprehensive examination. For details of the requirements in each of the various fields, consult the school which has jurisdiction over that field.

3. *Grading*: The university grading system,* adopted February 21, 1929, and amended September 19, 1938, is the only method of rating recognized by the university. The system is as follows:

A—Excellent
B—Good
C—Average
D—Below Average—lowest passing grade
E—Conditioned: eligible for re-examination
F—Failure: course must be repeated
I—Incomplete: grade is deferred because of incomplete work
X—Absent from final examination
W—Official Withdrawal
P—Pass—used in certain courses without quality points.

*Special grade scales are operative in the Graduate School (page 94), and the School of Law (page 46).

The temporary marks, I, X, and E, if not removed within the first thirty school days of the next succeeding semester, become permanent marks, and the courses must be repeated for credit. It is the student's responsibility to make arrangements with his dean for the removal of these temporary marks. An E grade can be changed by re-examination to only D or F.

4. *Unit of Credit*: The unit of credit is the *semester hour.* One *semester hour* of credit is granted for the successful completion of one hour weekly of lecture or recitation, or for two hours weekly of laboratory work for one semester. In those laboratory courses in which but little outside preparation or report work is required, one hour of credit is given for three hours of laboratory work. Inasmuch as the minimum number of weeks in a semester is fifteen, an equivalent definition of the *semester hour* is fifteen hours of class, or thirty, or forty-five hours of laboratory.

5. *Quality Points*: Among the requirements for graduation is a quality point average of at least 1.0. The quality point system operates as follows:
   (a) For the credits of work carried, quality points are awarded according to the grade received: for a grade of A, the number of credits are multiplied by 3; for a grade of B, by 2; for a grade of C, by 1; for a grade of D, by 0; and for a grade of F, by minus 1, until the F has been removed by repeating the course successfully. The marks E, I, and X, being temporary indications rather than grades, and W and P are independent of the quality point system.
   (b) A student's quality point average can be calculated at the end of an academic period by dividing his total number of quality points by the total number of semester hours of credit he has obtained.

   The only exception to this rule is for credits earned in the course in Physical Education.

6. *Scholastic Standing*:
   (a) *Dismissal*: A student, to be permitted to continue a course of study, must pass in two-thirds of the hours of credit carried in each semester, and must maintain a quality point average of at least 0.67. Failure to satisfy this minimum scholastic requirement will result in the dismissal of the student for low scholarship.
   (b) *Probation*: A student who fails in one third or less of the hours of credit carried in each semester, or whose quality point average falls below 1.0, is placed on probation for

the next semester. Students on probation may be required to carry a reduced schedule.

7. *Classification of Students*: Students will be ranked in the several classes as follows:

Freshman:	Those having completed less than 30 semester hours.
Sophomores:	Those having completed 31 to 60 semester hours.
Juniors:	Those having completed 61 to 90 semester hours.
Seniors:	Those having completed 91 semester hours.

GRADUATION

1. *General Requirements*: The candidate for a degree must be of good moral character; must have paid all indebtedness to the university; must be present at the Baccalaureate and Commencement Exercises.
2. *Scholastic Requirements*: The candidate for a degree must have satisfied all entrance requirements; must have completed successfully all the required courses of his degree program; must have no grade lower than D; must have completed the last year's work (a minimum of thirty semester hours of credit) in residence; must have passed the qualifying examination in English; must have passed the comprehensive examination in his major field or have fulfilled the thesis requirement.
3. *Quality Point Requirements*: The candidate for a degree must have a minimum total number of quality points equivalent to the number of semester hours credit required for the Bachelor's degree; or a minimum quality point average of 1.0.
4. *Degrees awarded with honor*: Degrees are awarded with special mention *cum laude* or *magna cum laude* to students who have completed the regular course with unusual distinction. Upon recommendation of the faculty, this mention may be raised to *summa cum laude*.

THE SCHOOL YEAR

The school year, which occupies 32 weeks exclusive of vacations, is divided into a First Semester and a Second Semester of 16 weeks each.

CLASSES AND SESSIONS

Regular Classes: Classes are in session five days a week during the school year.

The Summer Sessions: Three distinct summer sessions are held:

1. *The Six Weeks Session*, in which courses are offered by the College of Liberal Arts and Sciences, the School of Education, the School of Business Administration, the School of Music, the School of Nursing, and the Graduate School. The classes of the six weeks session meet daily except Saturday.

2. *The Eight Weeks Session*, in which courses in science carrying eight semester hours of credit are offered by the College of Liberal Arts and Sciences. The classes of the eight week session meet five days a week, except when it is the desire of the students registered to attend class six days a week for seven weeks.

3. *The Twelve Weeks Evening Session*, in which courses are offered by the School of Business Administration and the College of Liberal Arts and Sciences. Each course meets for two and one-half clock hours twice each week: Monday and Wednesday; Tuesday and Thursday.

Saturday Classes are offered by the College of Liberal Arts and Sciences, the Graduate School, the School of Music, the School of Education, and the School of Nursing.

Other Special Classes: Late afternoon and evening courses are offered by the College of Liberal Arts and Sciences, the Graduate School, the School of Business Administration, the School of Music, the School of Education, and the School of Nursing.

Requirements for admission to the special classes of the university as a candidate for a degree are the same as those for admission to regular classes. Mature students, however, not candidates for degrees, may be admitted to those special courses, which, in the judgment of the dean, they are equipped to pursue with profit. In such cases the entrance requirements may be waived, but the courses pursued carry no credit.

The courses offered in the late afternoon and evening and on Saturday are selected from the curricula of the university and are taught by regular faculty members. These special courses may carry reduced credit if the time schedule does not permit the full course to be given.

The purpose of the special courses is to afford teachers and others who cannot avail themselves of the time of the regular courses in the university an opportunity to pursue work toward a degree.

TUITION AND FEES*

Tuition, per Semester Hour Credit.....**Undergraduate $ 9.00**
Graduate..... **10.00**

The total tuition for the semester is payable at the time of registration, unless other arrangements are made through the Deferred Tuition office.

Tuition (School of Pharmacy).....**$250.00**

The tuition fee for the school year is payable at the time of registration, as follows:

1st Semester.....**$125.00**
2nd Semester.....**$125.00**

Activities and Library Fee per Semester.....**$ 5.00**

This fee gives library, athletic, and gymnasium privileges, and is payable each semester by all full-time students of the university.

Activities and Library Fee per semester.....**$ 2.00**

This fee gives library and gymnasium privileges, and is payable by all part-time and special students.

Summer Session per Semester Hour Credit.....**Undergraduate $ 9.00**
Graduate.....**10.00**

Registration Fee.....**$ 1.00**

A registration fee of $1.00 is required of every student at each registration period.

Student Health Fee.....**$ 2.50**

This fee includes physical examination at entrance and advice and health guidance during entire course.

Late Registration Fee.....**$ 5.00**

This fee is charged to all students registering later than the last day of the regular registration period.

Condition Examination Fee.....**$ 5.00**

This fee is charged for each condition and special examination for removal of E and X grades. It is payable in advance.

Change of Course Fee.....**$ 1.00**

**A different scale of Tuition and Fees operates in the School of Law.*

Laboratory Breakage Deposit.....**$ 5.00**

This fee, less charges for missing and broken apparatus for which the student is individually responsible, is returned at the end of the second semester. Any charge in excess of this fee will be paid by the student.

Laboratory Fees: Students enrolled in the following courses will pay laboratory fees, not subject to refund, as indicated:

Laboratory Fees.....**$ 2.00**

Commercial Education 103, 104, 203, 204, 422.
Education 410.
Speech 101, 102, 109, 115, 116.

Laboratory Fees.....**$ 2.50**

Management 351, 352, 507, 508.
Nursing 103, 104.

Laboratory Fees.....**$ 5.00**

Advertising 317, 318, 337, 338, 419, 420.
Biology 304, 305, 311, 517, 518.
Physics 201, 202, 301, 302, 303, 304, 401, 402, 403, 404.
Chemistry 304, 306, 431, 432.
Nursing 431.
Materia Medica 302.
Pharmacy 201, 202, 305, 407.

Laboratory Fees.....**$ 7.50**

Chemistry 101, 102, 201, 202, 204, 401, 402, 211, 212.
Biology 101, 102, 201, 202, 301, 302, 319, 320, 401, 402, 506, 514, 521.
Pharmacy 322.

Laboratory Fees.....**$10.00**

Chemistry 302, 441.
All Graduate Laboratory Courses.
Pharmacy 427, 428.

Key Deposit.....**$ .50**

This fee is collected for each locker key furnished to the student. The deposit is refunded when the key is returned at the end of the course.

Extra Work Fee, per Semester Hour Credit.....**$ 9.00**

Special Work Fee, per Semester Hour Credit.....$ 9.00
Special students who carry less than 12 semester hours of work will pay a tuition fee of $9.00 per semester hour.

Graduation Fees—Bachelor's Degree.....$15.00

Master's Degree..... 25.00

The Science Association Membership Fee.....$ 1.00
This fee is required of all students registered for the degree of Bachelor of Science.

C.P.A. and American Institute Preparation.....$100.00
A student fee of $2.00 payable at the time of registration is required of all evening students. Of this fee $1.00 is devoted to the University Library and $1.00 constitutes the membership fee of the Evening School Association.

MUSIC SCHOOL

Use of University Instrument.....$ 5.00
This fee entitles the student to full possession and use of the instrument during the entire school year.

Locker Fee.....$ 1.50
Student is furnished with a large locker and key for his personal use during the school year. A refund of 50 cents is made when the key is returned at the end of the school year.

Use of Organ, per hour.....$ .25
Three organs are available for practice in the Music School, University Chapel and the Campus Theatre.

Use of a Practice Room.....$ 3.00
No refund is made of the fees of the School of Music, except the 50 cent key deposit on the locker fee.

PRIVATE INSTRUCTION FEES

A private instruction fee of $50.00 a semester is chargeable to all full-time music students. A fee of $20.00 a semester is chargeable to all students studying a complementary instrument.

A fee of $60.00 a semester for one hour a week of private instruction, and $37.50 a semester for one-half hour a week of

private instruction is chargeable to special students studying voice or instrument.

EDUCATION

Practice Teaching Fee.....**$25.00**

This fee is charged to all students who register for practice teaching.

GRADUATE SCHOOL

Thesis Binding Fee.....**$ 5.00**

To cover the cost of binding three copies of the thesis.

Special Examination Fee.....**$10.00**

This fee is charged all students who are granted a special examination to satisfy either general or special degree requirements at times other than those regularly prescribed.

Refunds for Withdrawals

Students who withdraw from the university for a satisfactory reason within eight weeks after the opening of the semester are entitled to a proportionate refund provided that they notify their dean at the time of the withdrawal.

Refunds are made in accordance with the following schedule*:

Withdrawal	Refund
1st Week	90%
2nd Week	70%
3rd Week	60%
4th Week	50%
5th Week	30%
6th Week	20%
7th Week	10%
8th Week	5%

No refund will be made in the case of students who are registered on probation or who are requested to withdraw as a result of faculty action.

**A different schedule of refunds for withdrawal operates in the School of Law (page 46).*

INFORMATION ON TOTAL EXPENSE

AVERAGE ANNUAL TUITION

Undergraduate tuition is charged at the rate of $9.00 per semester hour credit. Therefore, to determine the amount of total tuition for the semester, simply multiply the cost per credit ($9.00) by the total number of credits for the semester. For example: A student registered for 17 semester hours credit would have a total tuition of 17 x $9.00=$153.00 for the semester (a semester is one-half of a school year). If the student continued the second semester with the same number of semester hours credit, his tuition charge for that semester would be the same, $153.00. This means that his total tuition for the year in the above case would be $306.00.

In addition to the tuition charge there are fees which must be paid by all students and fees which are charged only to those students who receive the special benefits covered. The registration fee, the medical examination fee, and the activities fee are fixed fees and are charged to all students; the re-examination fee, laboratory fees, practice teaching fee, etc., are fixed fees, but are charged only to those students who by their registration are subject to them. Consult "Tuition and Fees," page 33.

RESIDENCE

Rooms for resident students are available at the rate of $54.00 per semester per person with two students occupying each room; and at the rate of $45.00 per semester per person with three students occupying each room. Reservations for rooms are made on a semester basis through the Dean of Men or the Dean of Women. A deposit of $10.00, payable to Duquesne University, must accompany each room application.

The deposit will be held as a breakage deposit until the satisfactory termination of the student's lease. Deductible from the deposit are any damages to room contents or buildings and a pro rata general breakage.

A student who is prevented, for any reason, from occupying the room reserved will be released and the deposit refunded if the Dean of Men or the Dean of Women is notified in writing at least two weeks prior to the date of registration.

Room rent is payable in advance. Rooms may be assigned upon receipt of the room deposit but possession is not given until the rent is paid in full.

Non-commuting students are not permitted to live off-campus without permission of the Dean of Men or the Dean of Women.

HOW EXPENSES MAY BE PAID

All expenses are due and payable on the day of registration. Upon application, however, at the Office of Deferred Tuition, a student may arrange to pay part of his expenses down and the remainder, which is subject to a service charge, in regular monthly instalments during the semester.

SCHOLARSHIPS

The university offers a definite number of competitive examination scholarships. Eligible for the examinations, which are held annually in April, are students who will be, according to certification by their principal, graduated in the upper third of their high school class. All scholarships are awarded for two years, but are potentially four-year awards, provided that the requirements for continuance of the award are fulfilled. Other awards and scholarships are listed by several schools in their proper sections of this catalogue.

STUDENT AID

The university provides student aid for students who are in need of financial assistance and who, at the same time, maintain a satisfactory scholastic average and give evidence of good character. Opportunities for employment exist on and about the campus.

STUDENT LOAN

The University has available a limited sum of money in various student loan funds, which each year is loaned to undergraduate students who have completed at least thirty semester hours credit at the University, and who meet the requirements of good scholarship, need of financial assistance, and good character. These loans, granted only for the purpose of the payment of tuition, are made available through the generosity of the following funds:

University Student Loan Fund (*General*)
Kellogg Loan Fund (*Nursing*)
Polish Loan Fund (*Polish Students*)
Isabelle Hutchinson Loan Fund (*Nursing*)
E. E. Norman Loan Fund (*General*)

Requests for detailed information about scholarships, student aid, and student loans should be addressed to the Committee on Scholarships, Student Aid, and Student Loan.

THE COLLEGE OF LIBERAL ARTS AND SCIENCES

Rev. Francis P. Smith, C.S.Sp., M.A. ..... *Dean*

Rev. Vernon F. Gallagher, C.S.Sp., M.A. ..... *Assistant Dean*

PURPOSE

The College of Liberal Arts and Sciences is the basic school of the university. It proposes, through the liberal arts, to train young men and women to think clearly; to educate the individual man according to his intellect, so that he shall be fit to cope with any conditions of life; and, through a knowledge of science, to develop an intellect that is at once accurate and penetrating, forceful, comprehensive and versatile, steady and persistent in its search after truth. The college aims to train and develop the intellectual, moral, emotional, and aesthetic faculties of young men and women, without immediate reference to any particular profession. That this ideal is in consonance with latter-day educational theories is attested by the increasing demand on the part of professional schools, such as law and medicine, for students whose undergraduate training has been truly liberal and cultural, rather than narrow and specialized.

DEGREES

The College of Liberal Arts and Sciences confers the degrees of Bachelor of Arts and Bachelor of Science.

The curricula leading to the degree of Bachelor of Arts produce a broad, yet full, development of the intellect. Certain work in composition, literature, history, modern language, philosophy, and physical science, prescribed for all candidates for the degree, is fundamental to breadth of mind and to the efficient application of the intellect to any study. A full development of the intellect is achieved through concentration on one major field; but in the arts program breadth is in no way jeopardized by this pursuit of fullness, inasmuch as each of the major fields—English, history, latin, modern language, mathematics, music, philosophy, psychology, pre-legal studies, social studies, and speech and expression—is itself broad in its scope. The person in whose intellect an arts curriculum has produced its fruit will

be prepared not only for further study in the learned professions, such as the church, the school, or the bar, but also for early success in most other occupations; for the genuine Bachelor of Arts is able to acquire vocational knowledge and skills in a minimum of time through a maximum of efficient application.

The curricula leading to the degree of Bachelor of Science similarly produce a broad, full intellectual development. The cultural and tool courses prescribed for all degree candidates in science include not only composition, literature, history, French or German, and philosophy, as in arts, but also physics, chemistry, biology, and mathematics. The student must elect one of these last four subjects as his field for concentration. Thus, the Bachelor of Science will be prepared for further study in medicine, dentistry, or engineering, and for early success in any other of the scientific professions.

EVENING COURSES FOR THE DEGREE OF BACHELOR OF ARTS

The college offers a program of studies, leading to the degree of Bachelor of Arts, available for those who are able to pursue courses only in the late afternoon or evening. These courses are given in the downtown Fitzsimons Building. By sustained and diligent study, a student should be able to complete the entire program for a degree in evening courses within a period of seven years. The course of study prescribed is identical with that of the day sessions, except that a certain variation in the sequence of courses, designed to accommodate individual circumstances, is permitted. Laboratory courses, *i.e.*, Biology, Chemistry, Physics, are held on the campus. Unless the demand warrants extension, only one laboratory course will be offered each year; upon the student, therefore, rests the responsibility of fulfilling the requirement of two courses in science. In general, the student who plans a long-term program toward a degree should elect courses in logical sequence. Thus, if the student has elected French in his second year of attendance, he should elect a sequential course in French the following year, and complete that specific requirement without permitting a year or two to intervene, lessening thereby the value of sustained effort in one field.

REQUIREMENTS FOR GRADUATION

A student in the College must complete a minimum of 128 semester hours of work before he is eligible for graduation. Part of this total must be devoted to the "core courses" listed

below; the remainder is to be given over to a program of major, minor and tool courses which should be mapped out in consultation with the student's dean or faculty adviser.

Before graduation, seniors are required to present themselves for a comprehensive examination in their major field, or to submit a thesis indicative of high scholastic attainment.

If the department requires an examination, it is expected that the student will demonstrate by it a grasp of the factual content of his major subject and an ability to correlate his knowledge with allied fields. This examination will take place in the first week of November for February graduates and the first week of March for June graduates.

Should the department prescribe a thesis, the student will be required to marshall the materials of his field in a logical, independent and effectively expressed argument which will run to approximately 6000 words.

In consultation with a faculty adviser appointed by the dean, he will choose a topic at the beginning of the second semester of his junior year. From then until the beginning of his last semester in the College he will develop that topic under the direction of his adviser.

The completed thesis must be submitted for approval in the first week of November for February graduates and the first week of March for June graduates.

JUNIOR SCIENCE FAIR SCHOLARSHIP

A four-year award with the value dependent on the financial need of the winner chosen at the annual Science Fair held at the Buhl Planetarium.

HONORS AND AWARDS AT GRADUATION

In addition to the graduation honors described in the *General Information Bulletin*, there are three permanent undergraduate awards for students in the college given at commencement for distinction in studies.

Gold Medal for general excellence: This medal is awarded to the student who has throughout his four years consistently achieved scholastic distinction in all fields of study for which his curriculum calls.

Gold Medal for excellence in English: This medal is awarded to that student, usually an English major, whose scholastic record, literary background, and evidence of writing skill through publications in the under-graduate journals show high promise.

CURRICULA

By consulting the "Courses of Instruction" in the latter section of this catalogue, the student can learn the nature, hours and requirements of the courses listed below by number.

"CORE" COURSES REQUIRED OF ALL CANDIDATES FOR A DEGREE IN THE COLLEGE

			Sem. Hrs. Credit
Phil.	101, 102	Ethics	4
Phil.	201, 202	Logic	4
Eng.	101, 102	English Composition	6
Eng.	201, 202	English Literature	6
Hist.	103, 104	Hist. of American Democracy	4
*Mod Lang.	101, 102	Elementary	6
Mod. Lang.	201, 202	Intermediate	6
**Biol.	107, 108	Prin. Biology	4
Chem.	207, 208	Prin. Chemistry	6
**or			or
Phys.	207, 208	Prin. Physics	6
Physical Educ.		R.O.T.C. or Eurhythmics	4
			50

(*All physically qualified male freshmen must take R.O.T.C.*)

*Students already qualified may enter Mod. Lang. 201, 202.

**Science and Math. Majors omit.

CURRICULA—MAJOR FIELDS OF CONCENTRATION

(Consult Dean or adviser for Core, Major, Tool, Minor Courses)

DIVISION OF HUMANITIES

A. PHILOSOPHY

MAJOR—Phil. 101, 102, 201, 202, 301, 302, 401, 402, 403, 404.
MINOR—Phil. 101, 102, 201, 202, 301, 302, 403, 404.

B. PSYCHOLOGY

MAJOR—Psych. 220, 320, 330, 340, 350, 401, 402, 551.
MINOR—Psych. 220, 320, (or 330), 340, 350, 401, 402.

C. CLASSICS

MAJOR—Lat. 101, 102, 109, 201, 202, 301, 302, 401, 402.
MINOR—Lat. 101, 102, 109, 201, 202, 301, 302.

D. HISTORY

MAJOR—Hist. 105, 106, 201, 202, 301, 302, 401, 402.
MINOR—Hist. 105, 106, 201, 202, 301, 302.

E. ENGLISH

Journalism MAJOR—Eng. 101, 102, 201, 202, 203, 204, 313, 317, 411, 412.

Public Speaking MAJOR—Eng. 101, 102, 201, 202, 205, 206, 305, 306, 405, 406.

Literature MAJOR—Eng. 101, 102, 201, 202. (12 cr.—upper division courses)

MINOR—Eng. 101, 102, 201, 202. (6 cr.—upper division courses)

F. MODERN LANGUAGES

French MAJOR—201, 202, 301, 302, 401, 402, 407, 408.
MINOR—201, 202, 301, 302, 401, 402.

Spanish MAJOR—201, 202, 301, 302, 401, 402, 407, 408.
MINOR—201, 202, 301, 302, 401, 402.

Italian MAJOR—201, 202, 301, 302, 401, 402, 409, 410.
MINOR—201, 202, 301, 302, 401, 402.

German MAJOR—201, 202, 301, 302, 401, 402, 405, 406.
MINOR—201, 202, 301, 302, 401, 402.

DIVISION OF SOCIAL SCIENCES

A. SOCIOLOGY

MAJOR—101, 102, 201, 202, 305, 306, 401, 402, 407, 408.
MINOR—101, 102, 201, 202, 306, 402, 407, 408.

B. ECONOMICS

MAJOR—211, 212, 217, 218, 319, 320, 405, 406, 507, 508.
MINOR—211, 212, 217, 218, 405, 406.

C. POLITICAL SCIENCE

MAJOR—201, 202, 301, 302, 401, 402, 405, 406, 501, 502.
MINOR—201, 202, 301, 302, 405, 406.

Social Studies MAJOR—Sociology—101, 102, 201.
Economics—211, 212.
Political Science—201, 202.
History—301, 302, 401, 402.

DIVISION OF MATHEMATICS AND PHYSICAL SCIENCES

A. MATHEMATICS

Mathematics MAJOR—103, 104, 201, 202, 301, 302, 303, 304, 401, 402, 403, 404.

MINOR—103, 104, 201, 202, 301, 302, 303, 304*.

*Physics majors may not count Mathematics 303, 304 toward a minor, but must choose Mathematics 401, 402.

B. PHYSICS

Physics MAJOR—201, 202, 301, 302, 303, 304, 401, 402, 403, 404.

MINOR—201, 202, 301, 302, 303, 304*.

*Mathematics majors may not count Physics 303, 304 toward a minor but must choose 401, 402.

C. CHEMISTRY

Chemistry MAJOR—101, 102, 201, 202, 211, 212, 401, 402.

MINOR—101, 102, 201, 202, 211 or 212.

D. BIOLOGY

Biology MAJOR—101, 102, 201, 202, 301, 302, 401, 402.
MINOR—101, 102, 201, 202, 301 or 302.

Pre-Medical Major in Biology or Chemistry.

Pre-Dental Major in Biology or Chemistry.

Pre-Engineering Major in Mathematics.

SCHOOL OF LAW

C. Gerald Brophy, M.A., LL.B. ..... *Dean*

Elizabeth M. Scheib, M.A. ..... *Executive Secretary*

The School of Law was organized in 1911 as an integral part of Duquesne University. It is recognized by the Supreme Court and the State Board of Law Examiners of Pennsylvania. It affords an opportunity for the study of law to those men and women in Pittsburgh and its vicinity who, because they are engaged in other occupations, are unable to devote all their working time to such study, as well as to those who, from choice, prefer to attend early evening classes.

LOCATION

The School of Law occupies the fourth and fifth floors of the Fitzsimons Building, 331 Fourth Avenue. Its location makes it convenient to all the Law Courts which hold sessions in Pittsburgh. These include the Supreme and Superior Courts of Pennsylvania; the Court of Common Pleas; the Orphans Court; the Criminal Courts; the County Court of Allegheny County; the District Court of the United States.

Law students are welcome at all trials and sessions, and a wide practical knowledge can be acquired during the period of law school work.

LIBRARY

The School of Law has its own library of approximately ten thousand volumes. The main library, with adjoining study rooms, is located on the fifth floor of the Fitzsimons Building, and is open until midnight daily, including Sundays.

There are two complete sets of the Pennsylvania Supreme Court Reports and two likewise of the Superior Court of Pennsylvania, including digests to both; Pittsburgh Legal Journal Reports; District Reports, Weekly Notes of Cases; Philadelphia Reports, National Reporter System; American Digest System; The United States Supreme Court Reports with

digest; Federal Reporter; L. R. A., L. R. A. New Series, and A. L. R.; reports from all of the States of the Union except ten down to the National Reporter System; Corpus Juris; Corpus Juris Secundum; Ruling Case Law, American Jurisprudence; Valves Pennsylvania Digest; Law Reviews; Pennsylvania Statutes and Digests, together with numerous sets of text books and case books covering almost every legal subject.

The students are also welcome to study at the Allegheny County Library in the City County Building, Pittsburgh, about two blocks from the school. This library is open during the day and in the evening until 10 o'clock.

COURSE OF STUDY

The School of Law offers a course of study of 80 semester hours leading to the degree of Bachelor of Laws. Class sessions are held from 5:30 P. M. to 7:30 P. M. five days a week. The course extends through four academic years of 36 weeks each, exclusive of vacations. Each school year is divided into two semesters of 18 weeks each. Individual courses are specified in a separate catalogue, published by the School of Law.

ADMISSION REQUIREMENTS

Full information concerning opening dates, admission requirements, tuition and fees, and scholastic regulations may be obtained by addressing the Dean of the School of Law, 411 Fitzsimons Building, 331 Fourth Ave., Pittsburgh 22, Pa.

SCHOOL OF BUSINESS ADMINISTRATION

ALBERT BAYARD WRIGHT, M.A., D.C.S. ..... *Dean*
HELENA R. BARLEMAN ..... *Executive Secretary*

HISTORY AND PURPOSE

Courses in Business Administration were established by the university in 1913 under the name, School of Accounts, Finance, and Commerce. The rapid growth of the school necessitated a constant broadening of the curriculum until it covered all the business subjects of fundamental importance. In 1931, the school assumed its present name and with this change became definitely a professional school of business administration offering the same curriculum in full in both day and evening divisions leading to the degree, Bachelor of Science in Business Administration.

The course in business administration is a professional course for properly qualified students, men and women, who have chosen as a life work one of the major activities of business.

Through a grouping of cultural and business subjects, it is the aim of the course to afford to the college student a knowledge of the cultural values and social relationships of modern society followed by training in fundamental business facts, principles, and methods. To persons already engaged in business the course presents an opportunity to obtain a deeper insight into the problems of their respective vocations as well as a broader knowledge of allied fields of business activity. A special object also is to lay a sound foundation for the state examination for the certificate of certified public accountant.

Business administration is concerned with problems of organizing and operating the business enterprise. The solution of these problems calls for a working acquaintance with the tools of business control and for a knowledge of organized business activity in its interrelated functional aspects. The course in business administration is organized in harmony with this conception. The curriculum is designed to enable the student to attain progressively the following objectives:

1. Effective command of the English language.
2. Understanding of the fundamental social relationships.
3. Mastery of the science and art of thought as applied in the analysis and solution of business problems.

4. A working knowledge of the fundamental principles of business organization, methods, and interrelations.
5. Effective use of business technique in the interpretation of business facts.

The problem method of instruction is used in the professional business courses to assist the student in accurate analysis and the formation of reliable business judgment.

Instruction in the Day Division is limited to the degree curriculum. In the Evening Division, in addition to the degree course, special study programs are provided for those who have special aims or objectives. The Evening Division offers courses designed to benefit the following groups:

1. Young men and women who are interested in securing the basic and specialized business training which will enable them to make the most effective use of their abilities in the career which they have chosen.
2. Men and women who wish to prepare themselves by study and training for work in a new business field.
3. Those who desire additional training in one or more subjects in order to meet the professional requirements demanded of them.
4. Men and women who wish to develop and cultivate interests, professional or cultural, outside their own immediate fields of business activity.
5. College graduates who are interested in acquiring training in specialized business subjects not included in their undergraduate work, or who wish to review and continue their study of advanced subjects in their special fields.
6. Business executives who are interested in advanced problem and discussion courses offered in the various business fields.
7. Those who wish to prepare for the profession of accounting and aspire through the study of accounting courses to qualify for certification by the Commonwealth of Pennsylvania as Certified Public Accountants.

LOCATION AND EQUIPMENT

The offices of the School are in the Fitzsimons Building, where classes also are conducted. The quarters occupied have

been especially designed for the work of the school. The lighting, ventilation, seating arrangement, and interior decoration have all been planned for maximum school efficiency. Complete accounting, advertising, and statistical laboratories are special features of the school's equipment.

DEGREE GRANTED

The School of Business Administration grants one degree only, that of Bachelor of Science in Business Administration. This degree may be awarded to those who satisfy the entrance requirements and complete successfully the degree program of the school. As a preliminary requirement candidates must complete satisfactorily the curriculum requirements as outlined herein. The final and determining requirement is that the candidate must pass successfully two comprehensive examinations, one in English at the end of the sophomore year, and the other in business administration at the end of the senior year. Recommendation by the dean and faculty for the award of the degree is based on the result of the comprehensive examinations, not upon the completion of course requirements.

COMPREHENSIVE EXAMINATIONS IN THE SCHOOL OF BUSINESS ADMINISTRATION

Comprehensive examinations covering the entire field of major study must be passed successfully by every candidate before he may be recommended for a degree. The comprehensive examination requires the student to demonstrate that he has a grasp not only of the factual content of his major field, but that he has developed as well the abilities both to correlate his knowledge with allied fields and to be directed by his knowledge in solving specimen problems of a kind that arise in actual business life.

The examination, at present, is given in two sessions of three and one-half hours each, and is held in January, May, and August.

Notification of the time and place of the examination will be posted on the bulletin board of the School of Business Administration.

CURRICULUM

The following program is required of students who are candidates for the degree of Bachelor of Science in Business Administration:

Freshman Year

Course	Number Sem. I	Number Sem. II	Title	Sem. Hrs. Credit
Eng.	101,	102	English Composition	6
Hist.	103,	104	History of American Democracy	4
Phil.	101,	102	Ethics	4
			*Physical Education	2
Com.	101,	102	Economic Geography	6
Mgt.	101,	102	Modern Industry	6
Mgt.	115,	116	Business Mathematics	4

Sophomore Year

Course	Number Sem. I	Number Sem. II	Title	Sem. Hrs. Credit
Eng.	201,	202	English Literature	6
Phil.	201,	202	Logic	4
			*Physical Education	2
Acct.	201,	202	Introductory Accounting	6
B. Econ.	211,	212	Business Economics	8
Mgt.	201,	202	Bus. Org. and Mgt.	4

Junior Year

Course	Number Sem. I	Number Sem. II	Title	Sem. Hrs. Credit
Acct.	303,	304	Principles of Accounting	6
B. Law	301,	303	Introductory Business Law	6
Com.	{323 / 324}		Business Communication	4
Com.		{303 / 304}	Principles of Marketing	4
Fin.	{313 / 314}		Corporation Finance	4
Fin.		{311 / 312}	Principles of Money and Banking	4
Mgt.	351,	352	Business Statistics	4

Senior Year

Course	Number Sem. I	Number Sem. II	Title	Sem. Hrs. Credit
Mgt.	451,	452	Business Policy	4
			**Electives	28

*All physically qualified male freshmen must take R. O. T. C.

**Seniors will choose their electives in one of several concentration groups available. The choice of courses for each concentration group is flexible, depending partly upon the student's choice of a future career and partly upon

individual preference as to subjects for study and investigation. Concentration groups are offered by the school in the following fields: accounting, management, commerce, finance, and secretarial work. The selection of the Senior concentration group must be made not later than the second semester of the Junior year. In all cases a minimum of 128 semester hour credits will be required for the degree.

Courses available for senior electives for the various concentration groups are as follows:

Accounting

Acct.	407, 408	Accounting Systems	Acct.	415, 416	Managerial Acct.
Acct.	409, 410	Cost Accounting	Acct.	451, 452	Inc. Tax Acct.
Acct.	411, 412	Auditing	B.Law	403, 404	Adv. Bus. Law

Commerce

Com.	411, 412	Transportation	Com.	461, 462	Business Psychology
Com.	413, 414	Traffic Management	Com.	511, 512	Market Analysis
Com.	415, 416	Marketing Problems	B.Econ.	541, 542	Post War Prob.
Com.	421, 422	Prin. of Sales	B.Econ.	543, 544	Consumer Prob. War T.
Com.	425, 426	Ret. Store Mgt.	Adv.	317, 318	Prin. of Advertising

Finance

Fin.	415, 416	Credit Management	B.Law	403, 404	Adv. Bus. Law
Fin.	417, 418	Investment Anal.	B.Law	405, 406	Real Estate Law
Fin.	505, 506	Cur. Banking Problems	B.Econ.	401, 402	Business Cycles
Acct.	407, 408	Accounting Systems	B.Econ.	403, 404	Public Finance
Acct.	409, 410	Cost Accounting	B.Econ.	405, 406	Econ. Pol. of Gvt.
Acct.	411, 412	Auditing	B.Econ.	503, 504	Inter. Econ. Pol.
Acct.	451, 452	Inc. Tax Acct.	Mgt.	507, 508	Adv. Bus. Stat.

Management—Commercial

Mgt.	405, 406	Personnel Adm.	B.Econ.	541, 542	Post War Prob.
Mgt.	409, 410	Office Management	B.Econ.	543, 544	Consumer Prob. War T.
Acct.	415, 416	Managerial Acct.	Com.	425, 426	Ret. Store Mgt.
B.Law	403, 404	Adv. Bus. Law	Com.	511, 512	Market Analysis
B.Econ.	401, 402	Business Cycles	Fin.	415, 416	Credit Management
Com.	421, 422	Principles of Sales			

Management—Industrial

Mgt.	405, 406	Personnel Adm.	B.Law	403, 404	Adv. Bus. Law
Mgt.	407, 408	Production Mgt.	B.Econ.	401, 402	Business Cycles
Mgt.	507, 508	Adv. Bus. Stat.	B.Econ.	541, 542	Post War Prob.
Mgt.	511, 512	Prin. of Ind. Eng.	B.Econ.	543, 544	Consumer Prob. War T.
Acct.	409, 410	Cost Accounting	Com.	413, 414	Traffic Management
Acct.	415, 416	Managerial Acct.	Fin.	415, 416	Credit Management

Secretarial Work

Sec.St.	301, 302	Sec. Procedure	Mgt.	409, 410	Office Management
B.Law	403, 404	Adv. Bus. Law	Bus.Ed.	223, 224	Adv. Shorthand Theory
Com.	421, 422	Prin. of Sales	Bus.Ed.	225, 226	Adv. Typ. Theory
Com.	461, 462	Business Psychology	Bus.Ed.	356	Sec. Office Practice

THE SCHOOL OF PHARMACY

HUGH C. MULDOON, Ph.G., B.S., D.Sc. ..... *Dean*

PURPOSE

The chief purpose of the School of Pharmacy is to train pharmacists; to give men and women such schooling in pharmacy and its allied sciences as will enable them to meet the present and future demands of their chosen profession in an able and intelligent manner. Both the professional and commercial sides of pharmacy are given consideration. Students are taught to be good business men as well as good pharmacists; but graduates of the course in pharmacy are not restricted to retail store work alone. They may become hospital pharmacists, pharmacists in the Army or Navy, analytical chemists, pharmacognosists, bacteriologists, food chemists, food and drug experts in government laboratories, medical technologists, or teachers in schools of pharmacy. Additional study is required for some of these positions. Graduates may find employment as agents for the enforcement of anti-narcotic acts. With further training, they may become teachers of science in high schools. They may become manufacturers, or salesmen and detail men for medicinal products. They may enter the wholesale drug business, or do general chemical and pharmaceutical manufacturing and control work. A considerable number of pharmacists continue their study and become physicians. Elective subjects may be chosen in fields that will help to meet the entrance requirements for medical schools, specified by the American Medical Association.

STANDARDS AND RECOGNITION

The standards of the American Council on Pharmaceutical Education and of the American Association of Colleges of Pharmacy are maintained in all courses. The legal requirements of Pennsylvania, New York, New Jersey, Ohio, West Virginia, and other states are met.

The Duquesne University School of Pharmacy was registered as a recognized school of pharmacy by the Pennsylvania State Board of Pharmacy, March 10, 1926. The school holds membership in the American Association of Colleges of Pharmacy. This association numbers among its members the most important and progressive colleges of pharmacy in the United States. Several states by law or ruling of the state board of pharmacy recognize only those schools which hold membership in this association.

The Duquesne University School of Pharmacy is accredited by the American Council on Pharmaceutical Education, the highest accrediting agency in pharmaceutical education.

ADVANTAGES

Because the School of Pharmacy is an integral part of the university, students in this school may participate in all university activities, social, athletic, literary, fraternal, and educational.

The courses of study in the School of Pharmacy, aside from those of strictly pharmaceutical character, are coordinated with those of the other departments of the university. This arrangement gives the students in the School of Pharmacy the valuable advantage of the broadening influence resulting from close contact with the students and teachers of the several schools.

Well-planned courses of study, including business as well as professional training, an unusually large amount of laboratory work, careful supervision by experienced teachers, and the progressive policies of the university insure to the student more than adequate training for his life-work. The affiliation of the school with Mercy Hospital is of great benefit in prescription practice.

Students in the School of Pharmacy are eligible for positions on the varsity athletic teams. The School of Pharmacy takes an active part in all intramural sports. Its football and basketball teams have been notably successful. Its basketball team engages in competition with teams representing other colleges.

The location of the school affords all the many advantages to be found in a big city. There are opportunities to work in drug stores or in other establishments for those who find it necessary to earn a portion of their expenses. Concerts, lectures, libraries, museums, theatres, and the other educational advantages of a great commercial and educational center are available to the student.

PRIZES AND SCHOLARSHIPS*

The following prizes and scholarships are offered:

Pharmacy Prize. One year's membership in the American Pharmaceutical Association is awarded annually by Dr. Charles H. Becker to the member of the graduating class who shall have attained the highest general average in all subjects in the department of pharmacy during the four-year course.

*See also page 38 for information on University Merit Scholarships.

Chemistry Prize. One year's membership in the American Pharmaceutical Association is awarded annually by Dean Hugh C. Muldoon to the member of the graduating class who shall have attained the highest general average in all subjects in the department of chemistry during the four-year course.

Materia Medica Prize. One year's membership in the American Pharmaceutical Association is awarded annually by Dean Hugh C. Muldoon to the member of the graduating class who shall have attained the highest general average in all subjects in the department of materia medica and botany during the four-year course.

Lehn and Fink Prize. In order to stimulate interest and research in pharmacy, Lehn and Fink Products Co., New York City, furnishes annually a gold medal to be awarded to the member of the graduating class who in the judgment of the faculty has attained the highest general average in pharmacy, or who has accomplished some special work in pharmacy that is worthy of such recognition.

Pharmaceutical Association Prize.. A prize of five dollars is awarded annually to the student who presents before the Pharmaceutical Association, the most interesting and instructive original paper on a subject of interest to pharmacists.

Merck Awards. Each year Merck & Co., Rahway, N. J., offer a set of valuable reference books to the senior student who attains the highest standing in pharmaceutical chemistry. A second set of books is given to the senior student who has the highest standing in dispensing pharmacy.

Canter Prize. Each year Mr. A. R. Canter of the Canter Pharmacy, Pittsburgh, offers a prize of twenty-five dollars to the member of the graduating class who has achieved the highest standing in the department of pharmacy during the four-year course.

Pharmacy Foundation Scholarships. Since 1943, a yearly sum of $400.00 has been made available by the American Foundation for Pharmaceutical Education for undergraduate scholarships in pharmacy at Duquesne University. The grant is divided into four scholarships of $100.00 each. These are awarded by vote of the faculty to: (1) high school graduates who are in need of financial aid and who are in the upper fifty percentile of their high school classes; (2) college students who need financial assistance and who have established evidence of competency and scholarship ability. Applications for these scholarships should be addressed to the Dean.

ORGANIZATIONS

The *Pharmaceutical Association*, whose membership includes all students registered in the School of Pharmacy, aims to promote their interests, scholastic and social. Under its auspices many worth-while events are arranged during the school year.

The Alpha Beta Chapter of *Rho Chi*, national honorary pharmaceutical society, organized to promote the advancement of the pharmaceutical sciences, is located at Duquesne University. Elections to the society are held annually. Students who have completed two and one-half years of work with high scholastic standing are eligible to membership.

EMPLOYMENT IN DRUG STORES

Many students find it necessary or advisable to work in drug stores during the school year. Such employment is approved when the college work does not suffer thereby. The university is sometimes able to aid students in securing positions. A list of students who seek positions is maintained in the office of the Dean. When employers request aid in obtaining assistants, such students are notified so that they may make personal application.

REQUIREMENTS FOR ADMISSION TO THE SCHOOL OF PHARMACY

The requirements for admission to the School of Pharmacy are the same as for the other undergraduate schools of the university (see page 25), except for the following:

The candidate's high school record must be approved by the State.

As evidence of State approval the candidate must present before November 1 of the year in which college work in Pharmacy is begun, a Pennsylvania State Preliminary Certificate issued by the Pennsylvania Department of Public Instruction at Harrisburg. Such Certificates are granted, upon payment to the State of a $2.00 fee, to candidates who have completed an approved four-year high school course.

An approved four-year high school course must comprise two years of social science including American history or problems of democracy, one year of mathematics (algebra or geometry), one year of science (chemistry, physics, or biology), four years of English, and additional work to make a total of at least 72 counts or 16 units. Not more than 2 units may be allowed in commercial subjects. Applicants who cannot satisfy the requirements by furnishing certified records from accredited schools may make up the deficiency

by passing the examinations given for this purpose by the Pre-Professional Credentials Bureau of Pennsylvania. These examinations are held during January, May and August in Pittsburgh, Philadelphia, Harrisburg, Reading, Scranton, Hollidaysburg and Erie. Eighteen counts earned by examination are accepted as equivalent to one year's high school work.

Further information regarding these examinations, the method of securing admission, fees, dates, etc., may be obtained by writing to the Pre-Professional Credentials Bureau at Harrisburg.

The School of Pharmacy accepts both men and women students.

New students are admitted to the regular pharmaceutical courses only at the opening of the First Semester. Except in unusual cases students will not be registered after instruction has begun. In no case are new students permitted to register later than October 10.

Special students, not candidates for degrees, and those admitted with advanced standing may enter at the beginning of any semester.

Students are not admitted to the regular courses subject to the removal of entrance conditions.

ROUTINE OF MATRICULATION

1. Applicants should address the Director of Admissions to obtain the necessary application blanks.

2. Applicants will fill out the application for admission blanks and return them to the Director of Admissions.

3. The blank forms upon which the official transcripts of high school work are to be recorded must be properly filled in and signed by the principal of the high school in which the preliminary training was obtained. The principal will then mail the transcripts directly to the Director of Admissions of Duquesne University.

4. Upon receipt of these application papers—

(a) An evaluation will be made by the Committee on Admissions;

(b) The Director of Admissions will present the record of high school credits to the State Pre-Professional Bureau for evaluation. If the work is approved, the Director of Admissions will so notify the applicant who will then procure from the Bureau and file with the Dean a Pennsylvania State Preliminary Certificate. The scholastic requirement for admission will then have been satisfied.

If the record of high school credits is not fully approved by the Bureau, the applicant will be so informed. He may then make up the deficiency by state examination or by further study in high school.

Because of the possible difficulties and delays in securing evaluation and certification of high school work, it is strongly advised that applicants for admission to this school have their high school principal furnish the Director of Admissions with transcripts of the applicant's record as soon as possible after the completion of the work.

Since classes are restricted in size and reservations of places are made in the order of the receipt of applications, it is to the advantage of all prospective students to register as early as possible.

COURSES OF STUDY

The School of Pharmacy offers the following courses of study:

1. A course of study occupying four college years and leading to the degree of Bachelor of Science in Pharmacy.

This course is intended primarily to prepare the student for the duties of the retail pharmacist, including the preparation of medicines, the compounding of prescriptions, the chemical and microscopical examination of medicinal materials, and the management of a drug store. The studies are so arranged that the work increases in difficulty gradually, each course laying a foundation and preparing the student for the work of succeeding semesters.

A limited freedom of electives is permitted so that the student may do work in certain fields that interest him. Courses in business practice and commercial pharmacy are valuable to the retail pharmacist, but the student who is preparing for medicine may be permitted to substitute for them zoology and other subjects required for entrance to a medical school. The student who is preparing to teach will choose his electives from the field of education.

In order to receive the degree of Bachelor of Science in Pharmacy, the student must complete satisfactorily a minimum of 138 semester hours of work, including all the required subjects.

2. A graduate course of one year leading to the degree of Master of Science.

This course is offered by the Graduate School of the university to graduates of the four-year curriculum in pharmacy and to graduates of similar curricula in other colleges and universities of recognized standing, who are qualified to pursue with profit the advanced courses offered by the university. Admission to study in the Graduate School does not necessarily imply admission to a candidacy for a degree.

Candidates for the degree of Master of Science may take all their work in the departments of pharmacy, chemistry or pharmacognosy. They may elect pharmacy as a major or minor subject.

For further information, the announcement of the Graduate School should be consulted.

SUMMER COURSES

No pharmaceutical courses for which credit is given are offered normally during the summer or in the evening. Summer courses in the basic and cultural subjects are accepted for credit if the courses are approved by the College of Liberal Arts and Sciences. The regular courses offered during the summer of 1942, 1943, and 1944 in a special sixteen-week wartime semester will not be offered in 1945.

Review classes for those students who have failed or who have been conditioned in pharmaceutical subjects of the first, second or third year are held during the first three weeks in September of each year. These classes are open only to students who have taken the same work in the regular classes at this school.

A schedule and list of fees will be furnished to those students who are permitted to attend these classes.

ACADEMIC REGULATIONS AND GRADUATION

Students in the School of Pharmacy are subject to the general university regulations governing class attendance, examinations (including comprehensive examinations and the qualifying examination in English), grading, the unit of credit, quality points, scholastic standing, and classification of students. Similarly they must meet the same general requirements for graduation, and are eligible for the same graduation honors as apply in the other undergraduate schools. For details on these regulations, requirements, and honors, please consult pages 28 to 32.

COMPREHENSIVE EXAMINATIONS IN THE SCHOOL OF PHARMACY

Comprehensive examinations, covering the work of four years in the departments of pharmacy, chemistry, and materia medica must be passed in the second semester of the senior year by all candidates for the degree of Bachelor of Science in Pharmacy. These examinations are administered in a number of sessions totaling in all twelve hours. The number of sessions, and the time of each session will be announced.

STATE LICENSING OF PHARMACISTS

A candidate for registration as pharmacist must meet the following requirements before he (or she) may be admitted to the licensing examinations which are conducted by the Pennsylvania State Board of Pharmacy.

Requirements for registration as Pharmacist:

1. **Age. Character.** The candidate must not be less than 21 years of age, and of good moral character.

2. **Professional Training.** The candidate must be a graduate of a recognized college of pharmacy. Applicants who enter college subsequent to 1932 must have completed a four year course.

3. **High School Preparation.** The candidate must have a State Preliminary Certificate certifying to not less than four years of high school work, or the equivalent, in approved subjects. The certificate must bear a date not later than November 1 of the year of matriculation.

4. **Practical Experience.** The candidate must have had subsequent to his 16th birthday the required amount of practical drug store experience. For graduates of the four-year college course, one year of experience is required. Credit up to six months of the total twelve months specified may be given for experience gained in the drug dispensary of a public hospital which is conducted under the constant supervision of a registered pharmacist. One year of practical experience shall be not less than 2400 hours, which may be computed as follows: 8 hours a day, 6 days a week, 52 weeks a year, or equivalent. Applicant will not be credited with more than 800 hours in any one year while in attendance at school.

   In computing the term of practical experience, drug store service *will not be credited* which was rendered on the days the applicant attended a school.

   Drug store experience may be gained before the college work is begun, during the summer vacations, or after graduation.

   Graduates of accelerated courses who lack the required professional experience may enter the licensing examination, but the certificate of registration will not be granted until all requirements have been met.

5. **Apprenticeship.** The candidate must have a Pennsylvania Apprentice Certificate if the apprenticeship began after April 27,

1925. *Experience is computed from the date of the Apprentice Certificate.* All persons who expect to practice pharmacy should apply for an apprentice certificate to the Pennsylvania State Board of Pharmacy at Harrisburg, immediately on beginning work in a drug store or hospital dispensary.

Requirements for Registration as Assistant Pharmacist:

An applicant for registration as Assistant Pharmacist must meet the requirements listed for Registered Pharmacist in respect to age, character, state preliminary certificate, and Pennsylvania apprentice certificate. In addition he must have completed satisfactorily a two years' college course in pharmacy and he must have had two years of practical experience. Up to one year of the experience may be gained in the drug dispensary of a hospital which is conducted under the constant supervision of a registered pharmacist.

One year of practical experience shall be not less than 2400 hours, which may be computed as follows: 8 hours a day, 6 days a week, 52 weeks a year, or equivalent. Applicant will not be credited with more than 1200 hours in any one year while in attendance at school.

TOTAL COST

The total cost to the student for the Freshman years in the School of Pharmacy is about $310.00. This includes tuition and laboratory and other fees and deposits, but not books.

B.S. (Phar.) CURRICULUM

FRESHMAN YEAR

First Semester

		Courses	Hours per Class	Wk. Lab.	Sem. Hours
Ch.	101	Inorganic Chemistry	4	3	4
Math.	101	Mathematics	3	..	3
Eng.	101	English Composition	3	..	3
Phil.	101	Ethics	2	..	2
Bio.	101	Botany	3	4	4
		*Physical Education	2	..	1

Second Semester

Ch.	102	Inorganic Chemistry	4	3	4
Ch.	212	Qualitative Analysis	2	6	4
Eng.	102	English Composition	3	..	3
Phil.	102	Ethics	2	..	2
Pha.	116	Pharmaceutical Latin	2	..	2
Pha.	118	History of Pharmacy	1	..	1
		*Physical Education	2	..	1
			33	16	34

SOPHOMORE YEAR

First Semester

		Courses	Hours per Class	Wk. Lab.	Sem. Hours
Phy.	201	Physics	4	3	4
Ch.	201	Organic Chemistry	4	3	4
Pha.	201	Theory of Pharmacy	3	3	4
Eng.	201	English Literature	3	..	3
Phil.	201	Logic	2	..	2

Second Semester

Phy.	202	Physics	4	3	4
Ch.	202	Organic Chemistry	4	3	4
Pha.	202	Galenical Pharmacy	2	6	4
Eng.	202	English Literature	3	..	3
Phil.	202	Logic	2	..	2
			31	21	34

(**All physically qualified male freshmen must take R.O.T.C.*)

JUNIOR YEAR

First Semester

		Courses	Hours per Class	Wk. Lab.	Sem. Hours
Ch.	211	Quantitative Analysis	2	8	4
Bio.	302	Physiology	3	3	4
C. Pha.	301	Law	3	..	3
Pha.	305	Operative Pharmacy	2	4	3
Pha.	319	Pharmaceutical Ethics	1	..	1
Bio.	309	First Aid	1	..	1

Second Semester

Ch.	306	Drug Assay	1	3	2
M.Med.	302	Pharmacology	3	3	4
C.Pha.	304	Business Practice	3	..	3
Bio.	301	Bacteriology	3	3	4
Pha.	322	Prescription Practice	2	6	3
			24	30	32

SENIOR YEAR

First Semester

		Courses	Hours per Class	Wk. Lab.	Sem. Hours
Ch.	431	Biochemistry	3	4	4
M.Med.	405	Pharmacognosy	4	..	4
C.Pha.	407	Pharmaceutical Economics	2	3	3
Pha.	427	Dispensing	2	6	4
Pha.	431	United States Pharmacopoeia	3	..	3

Second Semester

Ch.	432	Pharmaceutical Chemistry	3	4	4
M.Med.	406	Pharmacognosy	4	..	4
C.Pha.	408	Pharmaceutical Economics	2	3	3
Pha.	428	Dispensing	2	6	4
Pha.	432	National Formulary and N.N.R.	3	..	3
			28	26	36

(Students who are not preparing for retail pharmacy may with the permission of the Dean be permitted to substitute approved elective subjects for the following courses of the Junior and Senior years: C.Pha. 304, 407, 408.)

THE SCHOOL OF MUSIC

REV. EDWARD M. SMITH, C.S.Sp., D.Sc. ..... *Dean*

PURPOSE

The School of Music aims to give its students a broad literary and artistic training in addition to the knowledge of music and the technical proficiency that are rightly to be expected of its graduates. Within certain limits courses are arranged especially to fit the needs of individual students. Music students take courses in the liberal arts, sciences, and education in the regular classes with the students enrolled in those departments.

The location of the university affords all the many advantages to be found in a big city. Membership in several fine choral and orchestral societies are open to qualified students of the Duquesne University School of Music. Concerts by the world's greatest artists, operas, lectures, libraries, museums, theatres and the other educational advantages of a great commercial and educational center are available to students.

Instruction is offered to students in certain other departments of the university who are permitted to carry courses in music for elective credit.

Summer courses and Saturday classes are open to qualified applicants.

Private lessons may be arranged for part-time students, who may enroll at any time during the semester. Charges will be made accordingly.

EQUIPMENT

The offices, practice rooms, and studios of the School of Music are located in the Music Hall at Hooper and Ivanhoe Streets.

Three pipe organs, one in the University Chapel, one in the University Theatre, and another in the School of Music are used for teaching and for practice. All the instruments of the symphony orchestra are included in the School's equipment. There is a complete standard piano, voice, and violin library and an extensive library of orchestral and ensemble music.

The University Theatre, used for recitals and other public performances, has a seating capacity of 300.

ADVANTAGES

Each student receives careful personal instruction in each course, and close general supervision in all his work. His individual development is carefully observed and aided.

The student electing the teacher's course will have opportunity of acquiring intimate acquaintance with the largest possible amount of teaching material.

As a member of the University Symphony Orchestra, University Band, and Glee Club, the student receives the necessary orchestra and ensemble routine.

Confidence and proficiency in solo work are obtained by participation in public concerts and recitals and by semi-annual appearances before all members of the faculty.

The University Bach Choir is a special feature of the School of Music. Its membership is open to all students at the university. A desire to sing is all that is requested. Rehearsals are held each week and programs are presented to the public each semester. At the close of the school year, a Bach Festival is held on the campus.

DEPARTMENTS

The School of Music is divided into two departments: Public School Music Department, and Conservatory Department.

The Public School Music Department is intended for those who wish to become music teachers and supervisors in the Public Schools.

The Conservatory Department is intended for those who desire a cultural training in the field of music. It includes preparation for those who wish to become professional musicians or private teachers, and training for all other phases of the art. The courses offered lead to the degree Bachelor of Music. Six specialized fields of Music study are offered: Piano, Orchestral Instruments, Organ, Composition, Voice, and Liturgical Music. Students of the Conservatory Department are divided into two classes:

(a) Students carrying the full curriculum, who receive the Bachelor of Music Degree.

(b) Students not pursuing the cultural subjects but carrying music subjects only, who receive the certificate of proficiency.

The courses for the training of teachers and supervisors of music have been recognized and approved by the State Council of Education.

REQUIREMENTS FOR ADMISSION TO THE SCHOOL OF MUSIC

The requirements for admission to the School of Music are the same as for the other undergraduate schools of the university (see page 25), except for the following for those students who wish to major in Piano:

All the Major and Minor Scales.
Arpeggios.
Czerny:—Selected Studies.
Bach:—Little Preludes.
Bach:—Inventions.
Haydn, Mozart, Beethoven } Earlier Sonatas

COMPREHENSIVE EXAMINATIONS IN THE SCHOOL OF MUSIC*

Comprehensive Examinations covering the entire field of major study must be passed successfully by every candidate before he may be recommended for a degree. The administration of these examinations in the School of Music runs over the student's entire course of study, as he is required to participate in a recital before the faculty at the end of each semester of study. In each of these recitals the student is required to show steadily increasing proficiency in the use of his major instrument, and, in his final recital in his senior year, he must show that he can perform work of considerable difficulty with skill and artistry measuring up to university standards.

*See also page 31 of this bulletin.

HONORS

Seibert Medal. This medal is awarded at the end of each school year to the student who has made the most progress in musical attainment.

Students in the School of Music are eligible also for honors upon graduation as described on page 31 of this bulletin.

GRADUATE WORK

The School of Music offers graduate courses leading to the Master's Degree. Full information may be obtained either from the graduate catalog or by applying to the office of the Dean of the Graduate School.

CURRICULA

Two curricula are offered by the School of Music. The Conservatory Curriculum leads to the degree of Bachelor of Music. The Music Supervisor's Curriculum leads to the degree of Bachelor of Science in Public School Music. The following outlines indicate the courses to be pursued in each curriculum. By consulting the "Courses of Instruction" in the latter pages of this catalogue, under the designated titles and numbers, the student can learn the nature, hours, and requirements of all the courses to be taken throughout the four years of study. A schedule of courses stating the hours, rooms and instructors of all subjects, is published one month prior to the beginning of each semester. Courses are arranged by the student in consultation with the dean, at each registration period. Substitution of comparable courses for several of those listed below, may be authorized by the dean in exceptional cases.

PUBLIC SCHOOL MUSIC

English	101, 102, 201, 202.
History	103, 104, 412.
Philosophy	101, 102, 201, 202.
Psychology	220, 310, 551.
Educ. Music	325, 343, 344, 463, 466, 497, 498.
Educ. General	120, 410 (plus 8 elective credits).
Music	121, 122, 141, 142, 143, 144, 151, 152, 221, 222, 231, 232, 241, 242, 243, 244, 251, 252, 321, 322, 331, 332, 343, 344, 355, 356, 361, 362, 381, 382, 431, 432, 443, 444, 461, 462, 477, 478, 481, 482.
Major Instr.	Eight Semesters.

Note: All students in this curriculum must take a complementary instrument without credit. Students majoring in instruments other than piano, must elect one-half hour per week of private instruction in piano, for four semesters.

CONSERVATORY

English	101, 102, 201, 202.
History	101, 102, 103, 104.
Philosophy	101, 102, 201, 202.
Modern Lang.	101, 102, 201, 202.
Eurhythmics	121, 122, 221, 222, 321, 322.
Music	111, 112, 141, 142, 143, 144, 151, 152, 211, 212, 231, 232, 241, 242, 243, 244, 251, 252, 331, 332, 343, 344, 355, 356, 361, 362, 381, 382, 431, 432, 443, 444, 461, 462, 477, 478, 481, 482, 489, 490.
Major Instr.	Eight Semesters.

Note: Voice and Piano Majors will not be required to take Instrumental Ensemble courses.

THE SCHOOL OF EDUCATION

A. Lester Pierce, M.A., D.Ed.....*Dean*
Rev. George A. Harcar, C.S.Sp., M.A.....*Assistant Dean*

PURPOSE

The School of Education has as its general object the professional training of teachers. It attains its object by a scientific study of the facts and principles of education, a thorough study of the learning process, and by practice teaching based upon the most advanced educational theories. The School of Education recognizes the fact that a teacher, above all others, must have a wide range of interests, refined tastes, deep sympathy and understanding, tact, and an education commonly described as liberal.

Another aspect in the training of prospective teachers is the development of professional ability and the professional spirit. The former is secured by requiring all prospective teachers to pursue certain specific courses in professional education. Some of these courses are educational theory courses and others deal with the methods of teaching. Professional spirit is developed by requiring all students in the School of Education to be members of the Future Teachers of America, the Junior branch of the National Education Association. Students enrolled in the Nursery, Kindergarten, Primary division are required to belong to the Association of Childhood Education. These two organizations meet twice monthly under faculty supervision. Programs are conducted by the students themselves or speakers secured from the surrounding schools.

In addition, a special professional educational reading list has been placed in the University Library. It contains books that deal with educational problems, character studies of children, biographies of noted educators, and semi-professional treatment of educational topics. A record is kept of the reading completed by each student. This record is used as a measure of the student's professional development. Students in all departments of the School of Education are required to make visits to the schools of the city of Pittsburgh, under supervision of members of the faculty.

In brief, it is the purpose of the School of Education to surround the student in class and out of class with a professional atmosphere, as well as with material things which will develop within him a deep consciousness of his profession. In this way the

school, both directly and indirectly, is able to implant educational ideals, interests, and attitudes, and at the same time establish correct teaching skills and habits.

Departments and Divisions

A. DEPARTMENT OF ELEMENTARY EDUCATION

1. **The Nursery-Kindergarten-Primary Education** division limits certification to the Nursery, the Kindergarten and Grades 1, 2, and 3 in the Elementary School.
2. **The Intermediate Education** division limits certification to Grades 4, 5, 6 in the Elementary School.
3. **The General Elementary Education** division certifies a teacher to teach in Grades 1 to 6 in schools organized on a 6-3-3 plan, or in Grades 1 to 8 in schools organized on the 8-4 plan.

B. DEPARTMENT OF SECONDARY EDUCATION

1. **The Academic Education** division limits certification to the Secondary School in a chosen major (English, Languages, Physical Sciences, History, Social Sciences, Social Studies).
2. **The Business Education** division limits certification to the Secondary School in a chosen sequence (Commercial, Accounting, Secretarial).
3. **The Library Science Education** division offers courses designed for the training and certification of High School Librarians. These courses are offered in the Summer Sessions only.

C. DEPARTMENT OF MUSIC EDUCATION

1. **The Music Teachers' Education** division certifies teachers for vocal and instrumental teaching in all Grades above the sixth Grade.
2. **The Music Supervisors' Education** division certifies for teaching and supervising all forms of music in the elementary and secondary schools.

D. DEPARTMENT OF GRADUATE EDUCATION

This Department has several divisions:

1. General Education.
2. Educational Administration.
3. Educational Psychology (Testing Bureau).
4. Speech Education (Speech Clinic).

For further information write to the Dean of the Graduate School.

DEGREES

Students completing the requirements in the Elementary, Secondary, Business Education, and Library Science Departments receive the Bachelor of Education degree. Students completing the requirements in the Music Education Department receive the Bachelor of Science in Public School Music degree.

For graduate students there are two degrees: Master of Science in Education and Master of Education. For further information, consult the Dean of the Graduate School.

PROGRAM OF STUDIES WITH MAJORS AND MINORS

In reality a major in the School of Education comprises a division which the student selects as his field of study. For example, Nursery-Kindergarten-Primary Education, Intermediate Education, General Elementary Education, Secondary Education, and Music Education are in the true sense of the word majors.

The teaching major is that subject which the student plans to teach. On a secondary level one's teaching major may be English, History, Mathematics, etc. Although the State requires on a secondary level only 18 semester hours for certification, the School of Education demands 24 hours for teaching majors in all subjects.

A teaching minor is any subject in which the student has secured 18 semester hours of credit, which qualify him for certification to teach that subject. It is not necessary for an individual to have a teaching minor. He may select only a teaching major and concentrate in that field. It is a better policy, however, for the undergraduate to select both a teaching major and a minor.

TEACHER CERTIFICATION

The various programs of study of the School of Education list the required as well as the recommended professional courses in education for all prospective teachers. A student who has maintained a C average both in the professional educational subjects and his major teaching field can be certified to teach in that field.

Mimeographed copies of the State requirements for certification in any field for teacher training from Kindergarten to High School Principal are on file in the office of the School of Education, and students may obtain a copy by calling at the office.

All graduates of the School of Education who meet the specifications of the State and the School of Education are recommended to the State Department of Public Instruction at Harrisburg for certification. If granted, the graduate receives a college provisional certificate which qualifies him to teach for three years in the Commonwealth of Pennsylvania. The teacher may then apply for a permanent college certificate, but this is granted only after fulfilling the requirements of six additional semester hours credit, both in the professional subjects and in the field in which the teacher is teaching.

For certification outside the Commonwealth of Pennsylvania, the student should write the Department of Public Instruction of the State in which he desires to teach.

TEACHER PLACEMENT BUREAU

The School of Education conducts its own Teacher Placement Bureau. All graduates of the School of Education may become members of this bureau by complying with the following regulations: 1. A prospective teacher must furnish all personal information which may be required by schools considering the candidate for a position. 2. He must supply the bureau with copies of at least five recommendations. One may be from the departmental head in which the student does his major work. One may be from the Critic Teacher who supervises the student's practice teaching. A third may be from the Supervisor of the Practice Teachers. And two should be from professional or business men qualified to speak of the ability and character of the student. Additional recommendations are desirable, but at least five are required.

The student must furnish the bureau with not less than ten first-class, professional photos. The applicant must agree to accept telegrams and telephone calls which may be sent collect when in the opinion of the Placement Bureau that candidate would be a good applicant for the position open.

The Teacher Placement Bureau does not guarantee to place any graduate, but it makes every effort it can to place the graduate in the school where he can best serve, and be of the greatest use to the community in which he is going to teach and to his professional development. The Bureau files the names of graduates with the State Teachers' Placement Bureau.

The Placement Bureau makes two contacts a year with the Superintendents of Schools or the Principals of the School in which the applicant may be teaching to get a confidential report on the success of the teaching of the applicant. Such a record is kept on file for three successive years. This record of three years of successive teaching becomes a basis for a recommendation to the State Department when the teacher seeks to have his college provisional certificate made permanent.

COMPREHENSIVE EXAMINATIONS

The Comprehensive Examination in the School of Education will consist of examinations:

1. In the general field of Education, and
2. In the special fields of the individual's interest, as:
   (a) Elementary,
   (b) Secondary,
   (c) Commercial,
   (d) Music.

CURRICULA

By consulting the "Courses of Instruction" in the latter section of this catalogue, the student can learn the nature, hours and requirements of the courses listed below by number.

ELEMENTARY DEPARTMENT

Nursery-Kindergarten-Primary Program

University Core Courses	Phil.	101, 102, 201, 202.
	Eng.	101, 102, 201, 202.
	Hist.	103, 104.
	Phy. Educ.	
General Educ. Courses	Gen. Ed.	107, 108, 120, 210, 351, 352, 410.
	Hist.	412.
	Ed. Psych.	220, 310, 320, 514, 551.
Major Courses	El. Ed.	101, 102, 109, 212, 221, 222, 225, 306, 315, 319, 320, 342, 345, 415, 473, 480, 490.
	Mus. Ed.	141, 142, 325.
	Sp. Ed.	501, 502.
Elective Courses		204, 205, 307, 311, 343, 463, 471, 472, 508.
	Mus. Ed.	121, 122, 221, 222, 321, 322.

Intermediate Program

University Core Courses	Phil.	101, 102, 201, 202.
	Eng.	101, 102, 201, 202.
	Hist.	103, 104.
	Phy. Educ.	
General Educ. Courses	Gen. Ed.	107, 108, 120, 210, 351, 352, 410.
	Hist.	412.
	Ed. Psych.	220, 310, 320, 551.
Major Courses	El. Ed.	101, 102, 110, 205, 212, 226, 307, 311, 319, 320, 346, 417, 455, 475, 479, 490, 513.
	Mus. Ed.	141, 142, 325.
	Sp. Ed.	501, 502.
Elective Courses	El. Ed.	109, 204, 221, 222, 225, 312, 341, 342, 343, 463, 471, 472, 480, 508.
	Mus. Ed.	121, 122, 221, 222, 321, 322.

General Elementary Program

University Core Courses	Phil.	101, 102, 201, 202.
	Eng.	101, 102, 201, 202.
	Hist.	103, 104.
	Phy. Educ.	
General Educ. Courses	Gen. Ed.	107, 108, 120, 310, 351, 352, 410.
	Hist.	412.
	Ed. Psych.	220, 310, 320, 551.
Major Courses	El. Ed.	101, 102, 109, 110, 212, 225, 226, 307, 315, 319, 320, 345, 346, 415, 417, 455, 463, 473, 475, 479, 490, 513.
	Mus. Ed.	141, 142, 325.
	Sp. Ed.	501, 502.
Elective Courses	El. Ed.	204, 205, 221, 222, 311, 312, 341, 342, 343, 471, 472, 480, 508.
	Mus. Ed.	121, 122, 221, 222, 321, 322.

SECONDARY DEPARTMENT

University Core Courses	Phil.	101, 102, 201, 202.
	Eng.	101, 102, 201, 202.
	Hist.	103, 104.
	Mod. Lang.	101, 102, 201, 202.
	Phy. Educ.	
General Educ. Courses	Gen. Ed.	107, 108, 120, 210, 351, 352.
	Hist.	412.
	Ed. Psych.	220, 310, 330, 551.
	Sec. Ed.	330, 490.

Major Courses:

Academic—(Arts)

Classics (Latin)	MAJOR	101, 102, 201, 202, 301, 302, 401, 402.
	MINOR	101, 102, 201, 202, 301, 302.
English	MAJOR	101, 102, 201, 202, 203, 304, (8 cr. in upper division courses).
	MINOR	101, 102, 201, 202, 203, 204, (2 cr. in upper division).

(English majors should have at least two years of Latin in High School. If they have not had such, they should take two years of Latin in college. Their program should include a course in Public Speaking and one in Speech Correction).

French	MAJOR	201, 202, 301, 302, 401, 402, 407, 408.
	MINOR	201, 202, 301, 302, 401, 402.
German	MAJOR	201, 202, 301, 302, 401, 402, 405, 406.
	MINOR	201, 202, 301, 302, 401, 402.
History	MAJOR	105, 106, 201, 202, 301, 302, 401, 402.
	MINOR	105, 106, 201, 202, 301, 302.
Social Science	MAJOR	Soc. 101, 102, 201, 202. Econ. 211, 212, 217. Pol.Sc. 201, 202, 301.
	MINOR	Soc. 101, 102, 201. Econ. 211, 212. Pol.Sc. 201, 202.
Social Studies	MAJOR	Hist. 301, 302, 401, 402. Soc. 101, 102, 201. Econ. 211, 212. Pol.Sc. 201, 202.
	MINOR	Hist. 301, 302. Soc. 101, 102, 201. Econ. 211, 212. Pol.Sc. 201, 202.
Spanish	MAJOR	201, 202, 301, 302, 401, 402, 407, 408.
	MINOR	201, 202, 301, 302, 401, 402.

Academic—(Science)

Biology	MAJOR	101, 102, 201, 202, 301, 302, 401, 402.
	MINOR	101, 102, 201, 202, 301 or 302.
Chemistry	MAJOR	101, 102, 201, 202, 211, 212, 401, 402.
	MINOR	101, 102, 201, 202, 211 or 212.
Physics	MAJOR	201, 202, 301, 302, 303, 304, 401, 402, 403, 404.
	MINOR	201, 202, 301, 302, 303, 304.
General Science	MAJOR	Biol. 101, 102, 302, 319, 320. Chem. 101, 102. Phys. 201, 202.
	MINOR	Biol. 101, 102. Chem. 101, 102. Phys. 201, 202.
Phy. Science	MAJOR	Chem. 101, 102, 201, 202. Phys. 201, 202. Math. 101, 102.
	MINOR	Chem. 101, 102. Phys. 201, 202. Math. 101, 102.
Mathematics	MAJOR	103, 104, 201, 202, 301, 302, 303, 304, 401, 402, 403, 404.
	MINOR	103, 104, 201, 202, 301, 302, 303, 304.

(Science Majors should select a Minor in Mathematics).

Business Educ.	MAJOR	Bus.Ed.101, 102, 103, 104, 201, 202, 203, 204, 206, 312, 401, 402, 405, 421. (For all sequences).
		Accounting (Bookkeeping) Sequence: Bus.Ed.303, 304, 403, 404, 409, 410.
		Commercial Sequence: Bus.Ed.301, 302. Econ. 211, 212.
		Secretarial Sequence: Bus.Ed.301, 302, 304, 307, 308.
Library Science	(Teacher-Librarian)	
	MAJOR	Lib.Sc. 301, 303, 304, 305, 306, 307, 308, 401, 403, 405, 406, 407, 408, 409, 410.

Students in the Department of Secondary Education may choose electives from any department in the College of Liberal Arts and Science, but should choose preferably those courses which can be definitely correlated to their teaching major. A wise selection of electives will make it possible for one to have a teaching minor, and students are advised to consult their advisers or their dean in the selection of these. Additional Educational electives may be chosen from the field of General Education. Other electives of practical value to all Secondary students are courses in Music Appreciation and Art Appreciation.

MUSIC EDUCATION DEPARTMENT

For the Curriculum in this Department, see page 66.

THE SCHOOL OF NURSING

MARY W. TOBIN, R.N., B.S., M.A. ..... *Dean Emeritus*
RUTH D. JOHNSON, R.N., Ph.B., M.A. ..... *Dean*
MILDRED I. LORENTZ, R.N., B.S., M.A. ..... *Assistant Dean*

History

The School of Nursing was formerly a unit in the College of Liberal Arts and Sciences. It has been the policy of the University to establish its schools under control of some already organized school. Monday, March the fifteenth, nineteen hundred thirty-seven, the Department of Nursing Education was given the status of a separate school with a dean in charge. December 3, 1937 the State Council of Education, Commonwealth of Pennsylvania approved the school and authorized Duquesne University to confer the degree of Bachelor of Science in Nursing and the degree of Bachelor of Science in Nursing Education to graduates in course of the appropriate curriculum.

The Public Health Nursing program of study was approved by the Education Committee of the National Organization for Public Health Nursing at its meeting on October 23, 1938.

The School of Nursing was admitted to active membership in the Association of Collegiate Schools of Nursing on the basis of its advanced professional program in Nursing in April, 1939.

The basic collegiate program is approved by the State Board of Nurse Examiners.

The School continues as an integral part of the University having all the resources of the University at its disposal. Thus the student participates in any department which may furnish the necessary background of experience. Those subjects which more directly relate to the nursing field are confined to the School of Nursing.

PURPOSE

The School of Nursing is an integral part of the university, having all the resources of the university at its disposal. Its students follow courses offered by departments under the jurisdiction of other schools of the university to obtain a necessary background of experience. They follow courses offered by this school in subjects more directly related to the field of nursing.

The objectives of the School of Nursing may be comprehended under the following two heads:

1. To furnish a background of cultural and specialized preparation to the graduate nurse whose basic professional experience is sound. It is expected that, with this professional preparation, a broader concept of nursing will be developed; that the immediate care of the patient will be improved; and that assistance will be given in interpreting to the public the need of public health measures and the community's responsibility in meeting the need.

2. To furnish to students in nursing the academic and basic nursing experience which will lead to a B.S. degree and a diploma in nursing.

ORGANIZATION

Nursing Education

Advanced Nursing Programs for Graduate Nurses

There are four courses of study for the graduate nurse who wishes to further her professional education by additional study in the university.

Students may enter the Fall, Spring, or Summer Sessions as full-time or part-time students. Class hours of instruction have been arranged to meet the special need of those nurses who wish to take one or more subjects at the university.

Assistance will be given to those graduate nurses who, for any reason, find that their academic or professional experience needs to be supplemented in order to meet the university entrance requirements or the professional requirements of the School of Nursing.

Basic Collegiate Course

This program is a compressed Victory Plan, leading to the degree of Bachelor of Science in Nursing. It is offered to young women who desire to combine an academic preparation at the university and basic professional experience in hospitals and in affiliated fields.

The administration of the Plan is under the direction of the Duquesne University Board of Trustees, the President, the Vice President, and the Dean and Faculty of the School of Nursing. The director of the Plan will be responsible for the operation of the Plan.

SPECIAL REQUIREMENTS FOR ADMISSION TO THE SCHOOL OF NURSING

The requirements for admission to the School of Nursing are the same as for the other undergraduate schools of the university, except for the following:

Requirements for Admission to the Basic Collegiate Program

The candidate's high school record must be approved by the State.

As evidence of State approval the candidate's high school record must be evaluated by the Pennsylvania Department of Public Instruction at Harrisburg. A Memorandum of Credit will be issued by the Department of Public Instruction to candidates who have completed an approved four year High School course. This memorandum is obtained by the Admissions Department. Before completion of the nursing course the student must obtain a Certificate of High School Study from the Department of Public Instruction. The fee for this certificate is $2.00.

An approved four-year high school course must comprise two years of social science including American history or problems of democracy, one year of mathematics (algebra or geometry), one year of science (chemistry, physics, or biology), four years of English, and additional work to make a total of at least 72 counts or 16 units. Not more than 2 units may be allowed in commercial subjects. Applicants who cannot satisfy the requirements by furnishing certified records from accredited schools may make up the deficiency by passing the examinations given for this purpose by the Pre-Professional Credentials Bureau of Pennsylvania. These examinations are held during January, May and August in Pittsburgh, Philadelphia, Harrisburg, Reading, Scranton, Hollidaysburg and Erie. Eighteen counts earned by examination are accepted as equivalent to one year's high school work.

Further information regarding these examinations, the method of securing admission, fees, dates, etc., may be obtained by writing to the Pre-Professional Credentials Bureau at Harrisburg.

Requirements for Admission to the Advanced Nursing Program

In addition to the University admission requirements, the graduate nurse must meet the following professional requirements:

The applicant must present evidence of having satisfactorily completed a basic course in nursing. This course must make

her eligible for registration in the state in which she is graduated and must meet the approval of the School of Nursing. She must be a registered nurse. She must be recommended for entrance by the head of the nursing school from which she was graduated.

The credentials of each candidate will be evaluated individually and not more than 45 semester hours of academic credit toward the 120 required for the degree will be granted by Duquesne University for the candidate's basic professional experience.

COMPREHENSIVE EXAMINATION IN THE SCHOOL OF NURSING

Comprehensive examinations, covering the entire field of major study, must be passed successfully by every candidate before she may be recommended for a degree. Two general forms of comprehensive examination are given: that prepared in order to test the graduate nurse enrolled in the School of Nursing requires the student to demonstrate that she has a grasp not only of the factual content of her major field, but that she has developed as well an ability to correlate her knowledge with allied fields; that prepared in order to test the student enrolled under the Basic Collegiate Program is similar, except that it requires in addition that the student show her ability to integrate her knowledge and be guided by it in planning a procedure for an actual case.

The examinations are given in one session, with no time limit prescribed, but generally occupy from four to six hours. They are held in April, each student being notified of the exact time and place in a personal communication from the dean's office.

CURRICULA

FOR GRADUATE NURSES

The School of Nursing offers the student with a professional background four courses in nursing education. The student must fulfill the requirements of one of the following:

1. Teacher of Science in Schools of Nursing.
2. Teacher of Nursing Arts in Schools of Nursing.
3. Supervision in Schools of Nursing.
4. Public Health Nursing.

Curriculum for Teachers of Science in School of Nursing

			Sem. Hours Credit
Professional Courses			**11**
Cat. No.		*Title*	*Sem. Hours Credit*
N. Ed.	401	Trends in Nursing	3
N. Ed.	409	Health Education	2
N. Ed.	428	Practice Teaching*	3
N. Ed.	413	Teaching of Nursing Arts	3
Natural Sciences			**30**
Chem.	101, 102	Inorganic Chemistry	8
Chem.	201, 202	Organic Chemistry	8
Biol.	302	Physiology	4
Biol.	301	Bacteriology	4
Phys.	207, 208	Principles of Physics	6
Education			**9**
Psych.	220	General Psychology	3
Psych.	310	Educational Psychology	3
Psych.	551	Mental Hygiene	3
Sociology			**4**
Soc.	101, 102	Principles of Sociology	4
Ethics			**4**
Phil.	101, 102	General Ethics	4
English			**12**
Eng.	101, 102	English Composition	6
Eng.	201, 202	English Literature	6
History			**6**
Hist.	101, 102	History of Civilization	6
Electives			

Number of electives will vary for each student according to credit allowed for basic professional experience.

*This experience will be under the direction of the university in co-operation with local hospital schools of nursing.

Curriculum for Teaching of Nursing Arts

			Sem. Hours Credit
Professional Courses			**20**
Cat. No.		*Title*	*Sem. Hours Credit*
N. Ed.	401	Trends in Nursing	3
N. Ed.	409	Health Education	2
N. Ed.	503	Curriculum Construction	4
N. Ed.	421	Teaching in the Clinical Unit	3
N. Ed.	413	Teaching of Nursing Arts	3
N. Ed.	411	Management of the Clinical Unit	2
N. Ed.	428	Practice Teaching*	3
Natural Science			**16-18**
Chem.	101, 102	Inorganic Chemistry	8
Biol.	302	Physiology *or*	4
Phys.	207, 208	Principles of Physics	6
Biol.	301	Bacteriology	4
Education			**9**
Psych.	220	General Psychology	3
Psych.	310	Educational Psychology	3
Psych.	551	Mental Hygiene	3
Sociology			**10**
Soc.	101, 102	Principles of Sociology	4
Soc.	201, 202	Practical Sociology	6
Ethics			**4**
Phil.	101, 102	General Ethics	4
English			**10**
Eng.	101, 102	English Composition	6
Eng.	105, 106	Public Speaking	4
History			**6**
Hist.	101, 102	History of Civilization	6
Electives			

Number of Electives will vary for each student according to credit allowed for basic professional experience.

*This experience will be under the direction of the university in co-operation with local hospital schools of nursing.

Curriculum for Supervision in School of Nursing

			Sem. Hours Credit
Professional Courses			**23**
Cat. No.		*Title*	*Sem. Hours Credit*
N. Ed.	401	Trends in Nursing	3
N. Ed.	413	Teaching of Nursing Arts	3
N. Ed.	421	Teaching in the Clinical Unit	3
N. Ed.	422	Field Experience—Supervision*	3
N. Ed.	411	Management of the Clinical Unit	3
N. Ed.	409	Health Education	2
N. Ed.	501, 502	Hospital Administration	6
Natural Science			**14**
Chem.	207, 208	Principles of Chemistry *or*	6
Physics	207, 208	Principles of Physics	6
Biol.	302	Physiology	4
Biol.	301	Bacteriology	4
Education			**9**
Psych.	220	General Psychology	3
Psych.	310	Educational Psychology	3
Psych.	551	Mental Hygiene	3
Sociology			**6-10**
Soc.	101, 102	Principles of Sociology**	4
N. Ed.	440	Principles of Social Case Work *or*	2
Soc.	201, 202	Practical Sociology	6
Ethics			**4**
Phil.	101, 102	General Ethics	4
English			**10**
Eng.	101, 102	English Composition	6
Eng.	105, 106	Public Speaking	4
History			**6**
Hist.	101, 102	History of Civilization	6
Electives			

Number of Electives will vary for each student according to credit allowed for basic professional experience.

*One month field experience in Supervision will be made available under the direction of the university in cooperation with Mercy Hospital School of Nursing.

**Required.

Curricula in Public Health Nursing

The program in public health nursing at Duquesne University is on the approved list of the National Organization for Public Health Nursing.

The School of Nursing offers two programs of study to qualified graduate nurses who wish to prepare themselves for service in the field of public health nursing. One program leads to the Certificate in Public Health Nursing. The other program leads to the Bachelor of Science degree and the Certificate in Public Health Nursing.

The Certificate program requires two semesters of academic study and a period of field experience. The program for the Bachelor of Science degree and the Certificate requires approximately five semesters of academic study and a period of field experience.

Field work is given in approved public health nursing agencies which provide supervised experience in the various phases of generalized public health nursing service. The amount and kind of field work required in either program of study depends upon the student's background of experience. The period is usually from two to four months depending upon the needs of the individual student.

The program of study in public health nursing includes the courses required for certification of school nurses in the Commonwealth of Pennsylvania.

PROGRAM OF STUDY LEADING TO A CERTIFICATE IN PUBLIC HEALTH NURSING

Cat. No.		*Title*	*Sem. Hours Credit*
N. Ed.	435, 436	Public Health Nursing I and II	4
N. Ed.	437, 438	Public Health Nursing III and IV	4
N. Ed.	429	Child Care and Training	2
N. Ed.	431	Nutrition	2
N. Ed.	433	Principles of Communicable Disease Control.	2
N. Ed.	440	Field of Professional Social Work as related to Public Health Nursing	2
N. Ed.	442	Teaching in Public Health Nursing	2
Soc.	101, 102	Principles of Sociology	4
Ed.	220	General Psychology	3
Ed.	310	Educational Psychology	3
Ed.	551	Mental Hygiene	3
Ed.	410	Sensory Aids	2
N. Ed.	443, 444	Field Experience	6-12

PROGRAM OF STUDY LEADING TO A BACHELOR OF SCIENCE DEGREE

The degree of Bachelor of Science is given upon the satisfactory completion of 120 credit hours subject to the requirements listed below.

			Sem. Hours Credit
Professional Courses			**24-30**
Cat. No.		*Title*	*Sem. Hours Credit*
N. Ed.	435, 436	Public Health Nursing I and II	4
N. Ed.	437, 438	Public Health Nursing III and IV	4
N. Ed.	429	Child Care and Training	2
N. Ed.	431	Nutrition	2
N. Ed.	433	Principles of Com. Disease Control	2
N. Ed.	440	Field of Professional Social Work as related to Public Health Nursing	2
N. Ed.	442	Teaching in Public Health Nursing.	2
N. Ed.	443, 444	Field Experience	6-12
Natural Science			**10**
Chem.	207, 208	Principles of Chemistry	6
Biol.	301	Bacteriology	4
Sociology			**10**
Soc.	101, 102	Principles of Sociology	4
Soc.	201, 202	Practical Sociology	6
Education			**11**
Ed.	220	General Psychology	3
Ed.	310	Educational Psychology	3
Ed.	410	Sensory Aids	2
Ed.	551	Mental Hygiene	3
English			**12**
Eng.	101, 102	English Composition	6
Eng.	201, 202	English Literature	6
History			**6**
Hist.	101, 102	History of Civilization	6
Ethics			**4**
Phil.	101, 102	General Ethics	4
Electives			

Number of Electives will vary according to credit allowed for basic professional experience.

***Suggested electives for School of Nursing programs are as follows**

Psych.	551	Mental Hygiene
N. Ed.	419	Professional Problems
		English
		Speech
Hist.	301, 302	Soc. & Econ. History of U. S.
		Modern Languages
Phil.	201, 202	Logic
		History of Philosophy
Chem.	201, 202	Organic Chemistry
Phys.	207, 208	Principles of Physics
Soc.	201, 202	Practical Sociology
Soc.	307, 308	Crime and Society
Econ.	211, 212	Principles of Economics
Ed.	120	Introduction to Teaching
Ed.	410	Sensory Aids
Psych.	330	Child Psychology

***Suggested electives for Public Health Nursing program are as follows**

N. Ed.	445	Supervision in Public Health Nursing
Psych.	330	Child Psychology
Psych.	320	Adolescent Psychology
Ed.	210	History and Philosophy of Education
Ed.	120	Introduction to Teaching
Soc.	307, 308	Crime and Society
Econ.	211, 212	Principles of Economics
Soc.	407, 408	History of Social Thought
Eng.	201, 202	English Literature
Biol.	302	Physiology
N. Ed.	401	Trends in Nursing

*The number of electives will vary for each student according to credit allowed for basic professional experience. But electives are required only in the degree programs.

Special One Year Program offered under U. S. Public Health Service, Federal Scholarship Fund

TEACHING OF THE NURSING ARTS

FIRST SEMESTER

Cat. No.		*Title*	*Credit Hours*
Ed.	220	General Psychology	3
N. Ed.	401	Trends in Nursing	3
Soc.	101	Principles of Sociology	2
Biol.	302	Physiology	4
N. Ed.	413	Teaching of the Nursing Arts	3
N. Ed.	423	Hospital Experience	2
			17

(10 hours per week for four months. Observing and assisting the nursing arts instructor.)

SECOND SEMESTER

Cat. No.		*Title*	*Credit Hours*
Ed.	310	Educational Psychology	3
Soc.	102	Principles of Sociology	2
N. Ed.	409	Health Education	2
N. Ed.	424	Practice Teaching This includes:observations of teaching of students.....15 hours Conferences.....15 hours min. Actual Teaching.....30 hours 60 hours	4
Biol.	301	Bacteriology	4
			15

Special One Year Program offered under U. S. Public Health Service, Federal Scholarship Fund

SUPERVISION IN SCHOOLS OF NURSING

FIRST SEMESTER

Cat. No.		*Title*	*Credit Hours*
Ed.	220	General Psychology	3
N. Ed.	409	Health Education	2
N. Ed.	411	Ward Management and Teaching	2
Soc.	101	Principles of Sociology	2
Psych.	551	Mental Hygiene	3
N. Ed.	421	Supervision in Schools of Nursing	3
N. Ed.	401	Trends in Nursing	3
			18

SECOND SEMESTER

Cat. No.		*Title*	*Credit Hours*
Psych.	310	Educational Psychology	3
Soc.	102	Principles of Sociology	2
N. Ed.	413	Teaching of the Nursing Arts	3
Biol.	302	Physiology	4
N. Ed.	426	Field Experience This experience is to run throughout the semester, 15 hours per week, to assist head nurse with ward management and teaching—an orientation period.	3
N. Ed.	422	Field Experience in Supervision This experience comes at the completion of the academic course and is a one-month concentrated experience (208 hours).	3
			18

Special One Year Program offered under U. S. Public Health Service, Federal Scholarship Fund

PUBLIC HEALTH NURSING

Program A

FIRST SEMESTER

Cat. No.		*Title*	*Credit Hours*
N. Ed.	435, 436	Public Health Nursing I and II	4
Soc.	101	Principles of Sociology	2
Ed.	220	General Psychology	3
Ed.	551	Mental Hygiene	3
Ed.	410	Sensory Aids	2
N. Ed.	437	Public Health Nursing III	2
			16

SECOND SEMESTER

Cat. No.		*Title*	*Credit Hours*
N. Ed.	438	Public Health Nursing IV	2
N. Ed.	442	Teaching in Public Health Nursing	2
Soc.	102	Principles of Sociology	2
Ed.	310	Educational Psychology	3
N. Ed.	431	Nutrition	2
N. Ed.	440	Field of Professional Social Work as related to Public Health Nursing	2
N. Ed.	429	Child Care and Training	2
N. Ed.	433	Principles of Communicable Disease Control.	2
			17

SUMMER

Cat. No.		*Title*	*Credit Hours*
N. Ed.	443	Field Experience	6

Two month's urban non-official agency experience with the Public Health Nursing Association of Pittsburgh.

PUBLIC HEALTH NURSING

Program B

SECOND SEMESTER

Cat. No.		*Title*	*Credit Hours*
N. Ed.	436	Public Health Nursing II	2
N. Ed.	438	Public Health Nursing IV	2
Ed.	310	Educational Psychology	3
N. Ed.	429	Child Care and Training	2
Ed.	410	Sensory Aids	2
N. Ed.	442	Teaching in Public Health Nursing	2
Soc.	202	Practical Sociology	3
			16

SUMMER

Cat. No.		*Title*	*Credit Hours*
N. Ed.	444	Field Experience	6

Two month's of rural official agency experience or two months of urban non-official field experience during the first semester for nurses who have not completed this requirement.

Accelerated Basic Collegiate Curriculum

CADET NURSE PROGRAM

The student is eligible for membership in the United States Cadet Nurse Corps at the beginning of the second academic year.

The degree of Bachelor of Science is given upon the satisfactory completion of 120 semester hours subject to the following requirements:

FIRST ACADEMIC YEAR

Course	*Number*	*Title*	*Sem. Hours Credit*
Eng.	101	English Composition	3
Hist.	103	History of American Democracy	2
Phil.	101	Ethics	2
		Physical Ed. or Eurhythmics	1
Biol.	302	Physiology	4
Nursing Sc.	103	Anatomy	3
Phil.	201	Logic	2
			17
	Sem.II		
Eng.	102	English Composition	3
Hist.	104	History of American Democracy	2
Phil.	102	Ethics	2
		Physical Ed. or Eurhythmics	1
Biol.	301	Bacteriology	4
Nursing Sc.	104	Anatomy	3
Phil.	202	Logic	2
			17

FIRST SUMMER

Pre-Summer Session—Three Weeks

Nursing	110	Introduction to Nursing	2
Nursing	111	Professional Adjustments I	1
			3

Summer Session—Six Weeks

Soc.	101	Principles of Sociology	2
Psych.	220	General Psychology	3
N. Ed.	409	Health Education	2
			7

SECOND ACADEMIC YEAR

Course	*Number Sem.I*	*Title*	*Sem. Hours Credit*
Eng.	201	English Literature	3
Chem.	101	Inorganic Chemistry	4
Psych.	320	Adolescent Psychology	2
Nursing	209	History of Nursing	2
Nursing	214	Drugs and Solutions	1
Nursing	211	Nursing Arts	3
		Physical Education or Eurhythmics	1
			16
	Sem.II		
Eng.	202	English Literature	3
Chem.	102	Inorganic Chemistry	4
Nursing	210	Introduction to Medical Science	2
Nursing	212	Nursing Arts	3
Nursing	215	Materia Medica	2
		Physical Education or Eurhythmics	1
			15

SECOND SUMMER

CLINICAL EXPERIENCE

This includes theoretical courses in all subjects in correlation with clinical experience.

Nursing Arts, General and Specialized Medical and Surgical Conditions, including Operating Room, Dietetics, Obstetrics, and Pediatrics will be given at the Mercy Hospital School of Nursing and Mercy Hospital. A three months psychiatric nursing experience is also obtained in conjunction with the Mercy School of Nursing Program. Special affiliations for the following nursing experiences are:

Public Health Nursing	2 months	The Public Health Nursing Association of Pittsburgh
Tuberculosis	1 month	Tuberculosis League, Pittsburgh
Nursing in Communicable Diseases	2 months	Gallinger Municipal Hospital, Washington, D. C.

Public Health Nursing—Two months—Tuition: $10.00. Bag Deposit: $1.00. (This fee is refunded if equipment is returned in good order at close of affiliation). The Student provides her own uniform, and is responsible for maintenance. She may live at home if conveniently located.

Tuberculosis League—1 Month—Student responsible for maintenance.

Communicable Disease—2 Months—No expense except transportation to and from Washington, D.C.

These expenses are paid for members of the U. S. Cadet Nurse Corps except railroad fare, and maintenance while on affiliations.

FINANCIAL ASSISTANCE

The School of Nursing has available Kellogg Foundation Loan Scholarships for students entering the Basic Collegiate Course. Members of the Basic Collegiate Course may become members of the United States Cadet Nurse Corps after the completion of the first college year.

To graduate nurses, there are available Federal Scholarships both for Nursing Education and Public Health Nursing Programs.

THE GRADUATE SCHOOL

Rev. James F. Carroll, C.S.Sp., M.A., S.T.D. ..... *Dean*

THE GRADUATE COUNCIL

Rev. James F. Carroll, C.S.Sp., M.A., S.T.D. ..... *Dean, Chairman*

Rev. Francis P. Smith, C.S.Sp., M.A. ..... *Dean of the College of Liberal Arts and Sciences*

Hugh C. Muldoon, Ph.G., B.S., D.Sc. ..... *Dean of the School of Pharmacy*

Albert Bayard Wright, M.A., D.C.S., ... *Dean of the School of Business Administration*

John Savulak, B.A., M.A. ..... *Associate Professor of Secondary Education*

THE BOARD OF GRADUATE STUDIES

Oscar E. Del Bianco ..... *Professor of Music*

Thomas D. Howe, Ph.D. ..... *Professor of Biology*

John P. O'Carroll, M.A. ..... *Professor of Chemistry*

George V. Tchirkow, D.Int.L. ..... *Assistant Professor of Commerce*

Charles H. Becker, Ph.D. ..... *Assistant Professor of Pharmacy*

Rev. George A. Harcar, C.S.Sp., M.A. ..... *Associate Professor of Latin*

PURPOSE

The graduate degrees at Duquesne University are predominantly "teaching degrees," although full facilities are available in the several departments for those whose aim is research. The Graduate School faculty seeks to provide the student with a thorough grounding in the matter of his major subject, and to give him such command of the materials and resources of his field as will make his teaching richer and more vital. But, in addition, the faculty aims to inspire the student with an ideal of scholarly attainment, and a true concept of scholarship founded upon thoroughness, intelligent curiosity, ambition and resourcefulness, with the wholesome leaven of intellectual honesty. The holder of a Master's degree can evaluate his degree in terms of the amount of genuine effort it has cost him, in terms of his deeper knowledge of his subject, and in terms of his new concept of scholarship. Those who seek in graduate study only academic advancement, salary increases, or the prestige which the Master's degree carries, will not understand the deeper, more lasting significance of the degree to one who is truly a *Master of Arts*, or a *Master of Science.*

CURRICULAR INFORMATION

DEGREES

The Graduate School offers advanced studies leading to a degree in the major departments of the university. The degree of Master of Arts may be obtained in English, History, Latin, Music, and Philosophy. The degree of Master of Science may be obtained in Biology, Chemistry, Education, Music, Pharmacy, and Pharmacognosy. The degree of Master of Business Administration may be obtained by those whose special interest lies within this field. The degree of Master of Education may be obtained by those whose special interest lies in the field of pedagogy.

ADMISSION

The applicant for admission to the Graduate School must, at the time of applying for admission, present evidence that he has received a Bachelor's degree from an approved college.

By "an approved college" is meant: (a) a college affiliated with the Catholic University of America; (b) a college approved by the Department of Education or by the State University of the state in which the college is located.

The applicant must file with the University Registrar a certified transcript of his undergraduate record.

The only equivalent of an accredited Bachelor's degree recognized by the university is Ordination to the Catholic Priesthood.

In certain circumstances, where a student who does not possess a Bachelor's degree may with profit attend graduate classes, the dean may waive this requirement; but in no case will such a student be admitted to candidacy for a degree, unless he presents evidence of having completed the minimum requirements of the department in which he seeks to take his degree. Students whose general qualifications warrant their admission to the Graduate School, but for whom some supplementary study is prescribed by the department, may not be admitted to candidacy for a degree until all deficiencies have been removed.

Persons holding a baccalaureate degree who desire to pursue graduate study without applying for a degree may register as Special Students. Should such a student later determine to work toward a degree, notification of such intention must be given to the dean at least a full year before the date on which he expects his degree. Further, in such an event, the student must fulfill all the general and special requirements prescribed by the Graduate Council and his major department.

GENERAL REQUIREMENTS FOR DEGREES

1. Course Requirements—(a) Quantitative

Although it is recognized that the mere accumulation of credit hours is not a guarantee of proficiency in graduate studies, the candidate for the degree of Master of Arts or Master of Science will be required to pursue courses equivalent in quantity to twenty-four semester hours, at least eighteen of which must be in his major field of study. If the student offers a course open to graduates and undergraduates for credit toward his degree, the student will be expected to complete, in addition to the regular assignments of the course, additional special work in that course of a quality distinctly graduate.

(b) Qualitative

The student who registers for a degree in the Graduate School with a given subject in his major field must give evidence that, for his undergraduate work in the same field, he has had a B average.

Before the end of the first semester in which he attends courses in the Graduate School, the candidate must prepare, in consultation with the head of the department of his major field, his full program of study. This program should not be disintegrated, haphazard, or fragmentary, but must represent a unified and well-organized group of studies. It is recommended that candidates for the Master's degree complete all their studies in a single field; in no case will a student be permitted to offer a so-called "second minor," or more than six semester hours' credit in a single minor field.

Because of the special requirements of those who are teaching in elementary or secondary schools, and in order to meet the regulations for certification by the Pennsylvania Department of Public Instruction, the Graduate School offers the degree of Master of Education. This degree requires thirty semester hours of study, but no thesis is demanded of the student. Of the thirty hours' credit required, a minimum of twenty must be in the field of Education.

No graduate courses may be taken without the approval of the head of the department and the dean of the Graduate School, and all work to be accepted toward a degree must be completed within a period of five years.

2. Residence Requirements

All work offered towards the Master's degree must be done in residence, except such research as may be necessary for the thesis. By "residence" is understood work done in regular courses offered by one of the divisions of the university. No graduate credit will be allowed for work done by correspondence or in extension courses. In certain cases, students who wish to transfer to this Graduate School from another institution, may be *conditionally* permitted advanced standing, but in no case will more than six such credits be accepted. By "conditionally" is meant that if the work done in the Graduate School is judged satisfactory by the Graduate Council, the dean may accept six credits for graduate work done in another approved college.

3. Examinations

Candidates for a Master's degree must submit to, and pass three different examinations.

(a) Preliminary Examination

All candidates for the degree of Master of Arts, Master of Science, or Master of Education are required to pass a Preliminary Examination at least one full academic year before being

admitted to candidacy for a degree. This requirement applies to all students who have matriculated after August 1, 1940. Preliminary examinations in all fields are held in November and March, on dates which will be posted on the Graduate School bulletin board. Prospective candidates shall be notified in advance; they must, moreover, register with the dean at least ten days before the time scheduled for the examination. There is no fee charged.

Copies of the examination and of the corrected papers shall be kept in the student's folder, filed in the office of the dean.

The purpose of this examination is to enable the members of the faculty in the student's major department to evaluate his background and general fitness for graduate study in the field in which he plans to do his major work. A first failure in this examination does not disqualify the applicant. Failure in a second attempt, however, will be considered as evidence that he is not prepared to pursue graduate courses profitably, and he will not be permitted to candidacy for a degree.

(b) Language Examination

Candidates for the degree of Master of Arts and Master of Science must pass an *objective* test in one modern foreign language, as a suitable tool for research. The language examination will be given twice yearly, namely, in the Autumn for those who desire to graduate in June, and in the Spring for August graduates. In all cases the language requirement must be met one full academic year before the degree is conferred.

The prospective candidate shall be notified and he must register for the examination ten days in advance of the appointed date or as soon thereafter as possible.

A copy of this objective examination together with the corrected paper will be filed in the office of the dean. There is no fee charged.

(c) Comprehensive Examination

All candidates for a Master's degree must pass a comprehensive examination before a degree is conferred. This examination, presupposing that a student is familiar with his field, will be an *objective test* consisting of questions on the subject as a whole, its related fields, and specific questions upon the work which the student has done in course. The examination shall be oral *and* written; and a copy of the questions together with the corrected paper shall be filed in the office of the dean.

This is the final examination, to be held in May and July for the June and August graduates respectively. Students shall be notified, and they must file an application for this examination at least ten days in advance. All candidates who had completed less than one third of their program before August 9, 1940, are required to take this examination.

4. Thesis Requirement

A thesis is required of every candidate for the degrees of Master of Arts, Master of Science, and Master of Business Administration. On or before December first of the year in which the student expects to receive his degree, he must present to the Board of Graduate Studies a detailed outline of the thesis or problem he plans to develop. When the thesis subject is approved, the Board will appoint an adviser from the appropriate department who will direct the student in the preparation of the dissertation.

The completed thesis, approved by the departmental adviser, must be submitted to the Board of Graduate Studies not later than April 15, if the degree is to be awarded in June, or July 15, if the degree is expected in August. No exception to this regulation can be made, and responsibility for its fulfillment devolves upon the candidate himself. When the candidate receives notice that his thesis has been approved by the Board of Graduate Studies, he shall deposit with the dean two bound, typewritten copies (one original, one carbon) for the University Library. These copies become the permanent property of the university, and may not be published elsewhere, in whole or in part, unless consent has been obtained.

The title page of the completed dissertation, besides containing the full title and the author's name, must bear the words:

> Submitted in partial fulfillment of the requirements for the degree of Master of Arts (or Master of Science) in the Graduate School of Duquesne University.

GRADING

The Graduate School grading system is as follows: H, the highest grade, indicates excellence or "honor"; P, "pass," indicates that the student has done satisfactory work; F, failure; I, incomplete, indicates that the grade is deferred until all course work is completed; X, absent from final examination; W, withdrawal.

Note: *All incomplete grades must be removed within one calendar year from the beginning of the course.*

Special Requirements for Degrees and Courses of Instruction

Courses available for graduate credit throughout the University are numbered "500" and "600." Courses numbered 500-599 are primarily graduate courses to which properly qualified undergraduates may, with the permission of their dean, be admitted. These courses, generally, are broader in scope, or fundamental in character. Courses numbered 600-699 or above, are exclusively graduate, and specialized in character. Tutorial courses, or special seminars in the Graduate School are, for convenient identification, numbered "700." By consulting the "Courses of Instruction" in the next section of this catalogue, the student can learn the nature, hours and requirements of the courses listed below by number.

BIOLOGY

Degree: MASTER OF SCIENCE IN BIOLOGY

Admission: Candidates for the degree of Master of Science in Biology must be graduates of an accredited college and must have completed at least 24 semester hours of work in Biology. An equal number of hours, exclusive of the thesis, must be spent in graduate study in the same field.

Required Courses: 506, 517, 518, 521, 700.

BUSINESS ADMINISTRATION

Degree: MASTER OF BUSINESS ADMINISTRATION

Admission: Successful completion of a four year course in Business Administration in an accredited college or university.

Major Fields: Accounting, Commerce, and Management.

Required Courses: A program of study based on the major field elected by the student, is outlined by the Dean of the School of Business Administration at the beginning of the student's graduate work. Twenty-four credits in course are required. In addition, the student must write a thesis on a selected business problem, restricted in scope and requiring original investigation in the field of major study.

CHEMISTRY

Degrees: MASTER OF SCIENCE IN CHEMISTRY

Admission: Candidates for admission to the degree of Master of Science in Chemistry must have completed a minimum of 24 semester hours' study of chemistry in a fully accredited college. They must follow the program of graduate studies listed below.

Required Courses: 601, 602, 609, 610, 611, 612, 621, 622, 651.

CLASSICS

Degree: MASTER OF ARTS IN CLASSICAL LANGUAGES

Admission: Candidates for the degree of Master of Arts in Classical Languages are expected to have completed 24 semester hours work in undergraduate classics studies, part of which must be devoted to Greek grammar. They are required to follow a graduate program of courses covering 24 semester hours of work in the classics. A thesis is required.

Required Courses: 501, 503, 505, 507, 511, 549, 602, 610, 641, 643.

EDUCATION

Degrees: MASTER OF SCIENCE IN EDUCATION

A minimum of 30 credits, six of which are granted for an approved thesis.

MASTER OF EDUCATION
A minimum of 30 credits. No thesis is required, but the candidate must substitute six semester hours of instruction.

Admission: Bachelor of Arts, Bachelor of Science, Bachelor of Education, Bachelor of Science in Education.

Required Courses:

A. General Education (Theory)

Gen. Ed.	528, 619, 620, 621, 651.
Elem. Ed.	4 cr.
Sec. Ed.	4 cr.
Ed. Psych.	555, 556.
	Six credits elected from a field in Graduate Education, or for M. Sc. in Ed. Thesis—700.

B. Educational Administration

1. Secondary School Principal (Public School)

Gen. Ed.	603, 608, 609, 610, 619, 620.
Sec. Ed.	604, 605, 615, 616, 617, 627, 628, 631.
Elem. Ed.	613 (614).

2. Secondary School Principal (Parochial School)

Gen. Ed.	603, 608, 611, 612, 619, 620.
Sec. Ed.	604, 605, 615, 616, 617, 627, 628, 631.
Elem. Ed.	613 (614 or 590).

3. Elementary School Principal (Parochial School)

Gen. Ed.	603, 608, 611, 612, 619, 620.
Elem. Ed.	504, 507, 508, 509, 510, 590, 613, 614.
Sec. Ed.	616 (615).

C. Speech Education (Speech Correction)

Sp. Ed. 511, 521, 527, 528, 651, 652.
Ed. Psych. 555, 556, 561, 563, (551).
Thesis: 700.
(Gen. Ed. 619, 620 required of graduate students should be taken in course).

Courses in Guidance and Counseling

Gen. Ed. 528.
Sec. Ed. 627, 628, 629, 630, 637, 638.

Where applicable, the completion of these requirements for the Master's Degree will also entitle the student to certification, State Department of Public Instruction.

ENGLISH

Degree: MASTER OF ARTS IN ENGLISH

Admission: Candidates for the degree of Master of Arts in English must have satisfactorily completed a program of undergraduate studies of which 24 semester hours must have been devoted to English. The graduate program covers a minimum of 24 semester hours, exclusive of the thesis.

Required Courses: 508, 509, 651.

It is strongly urged that other courses be taken in an order that will facilitate adequate coverage of the field of English literary history.

HISTORY

Degree: MASTER OF ARTS IN HISTORY

Admission: Candidates for the degree of Master of Arts in History must be graduates of an accredited college who have completed a minimum of 24 semester hours of work in undergraduate history. The graduate program comprises 24 hours in graduate history together with a thesis.

Required Courses: 507, 511, 527, 545, 621, 625, 628.

MUSIC

Degrees: MASTER OF ARTS IN MUSIC
MASTER OF SCIENCE IN PUBLIC SCHOOL MUSIC

Admission: Candidates for admission to the department of Music are required to give evidence of basic competence in primary and secondary subjects. All candidates are examined in Theory, Ear-Training, Sight-Reading, and Secondary Piano. The nature of the preliminary test varies with the major instrument.

Required Courses: 1. MASTER OF ARTS

a. Composition Major.
631, 632, 633, 634, 635, 636, 640.

b. Instrumental Major.
631, 632, 633, 634, 640, plus four semesters advanced study of major instrument.

2. MASTER OF SCIENCE IN PUBLIC SCHOOL MUSIC

Theory	631, 632.
Methods	501, 551, 552, 555, 556, plus six credits elected from courses 553, 601, 602, 603, 604.
Thesis	700.

PHARMACY

Degree: MASTER OF SCIENCE

Admission: Satisfactory completion of the full requirements of an accredited School of Pharmacy, including a minimum of 24 semester hours in the proposed major study.

Major Fields: Pharmacognosy, Pharmacy, and Pharmaceutical Chemistry.

Required Courses: A program of study, based on the major field elected by the student, is outlined by the dean of the School of Pharmacy at the beginning of the student's graduate work. Twenty-four credits of class and laboratory work are required. In addition, the student must write a thesis based on laboratory research in the field of major study.

PHILOSOPHY

Degree: MASTER OF ARTS IN PHILOSOPHY

Admission: Candidates for the degree of Master of Arts in Philosophy must complete a minimum of 24 semester hours of work, exclusive of the thesis. Over and above fulfilling the regular language requirement, they must give evidence of proficiency in Latin.

Required Courses: Phil. 507, 508, 513, 514, 607, 608, 621, 651.

THE EVENING DIVISION

ALBERT BAYARD WRIGHT, A.M., D.C.S. ..... *Director*

HELENA BARLEMAN ..... *Executive Secretary*

PURPOSE

To meet the needs of ambitious men and women, who, while employed, desire the help which may come from university instruction, the university conducts an Evening Division. A wide and varied program of courses is offered from which selections may be made according to individual tastes and requirements. In addition, degree curricula and special programs of study are available.

The courses offered by the Evening Division are designed for their special value to the following groups:

1. Men and women who are interested in securing the basic and specialized training which will enable them to make the most effective use of their abilities in the careers which they have chosen.
2. Men and women who wish to prepare themselves by study and training for work in a new field.
3. Teachers, nurses, and those in other professions who desire additional training in one or more subjects in order to meet the professional requirements demanded of them.
4. Men and women who wish to develop and cultivate interests, professional or cultural, outside their own immediate fields of activity.
5. College graduates who are interested in acquiring training in specialized subjects not included in their undergraduate work or who wish to review and continue their study of advanced subjects in their special fields.
6. Business executives who are interested in advanced problems and discussion courses offered in the various business fields.
7. Those who wish to prepare for the profession of accounting and aspire through the study of accounting courses to qualify for certification by the Commonwealth of Pennsylvania as Certified Public Accountants.

8. Those employed in business or governmental organizations who desire and need training to fit them for promotion.

ADMISSION AND REGISTRATION

Students in the Evening Division are of two classes, matriculated and non-matriculated. Degree candidates are those who have properly matriculated through the office of the Director of Admissions, seeking to qualify for one of the degrees granted by the university. Procedure for matriculation for Evening Division students who wish to become candidates for a university degree is the same as that described under Requirements for Admission and Routine of Matriculation. (See pages 25 and 27.) All others who enter the Evening Division are classified as non-matriculated students and are admitted only to courses which they are qualified to take by reason of their maturity, previous education, and experience.

Although it is advisable, when possible, for each student entering the university to have first completed his high school course, the lack of part or all of this high school training does not debar an applicant from the advantages of the practical training of the school, provided he is qualified to follow special courses of instruction in which he desires to register.

Students will report at the registration office, Room 604 Fitzsimons Building, 331 Fourth Avenue, on or before the week of registration. Each applicant will be directed to an appropriate registration adviser for an interview. Full instructions for registration will be given by the interviewer.

DEGREE PROGRAMS

The schools of the university participating in the work of the Evening Division offer to degree candidates the opportunity to satisfy, in whole or in part, requirements of various degree curricula through courses pursued in the Evening Division. The complete degree program of the School of Business administration is available through the Evening Division in each academic year. The College of Liberal Arts and Sciences, the

School of Education, the School of Nursing, and the Graduate School offer programs for either complete or partial satisfaction of degree requirements. Certain prescribed courses are offered by these schools in each academic year while other necessary courses are offered in sequence over a three-year period. Statement of the requirements of the various degree curricula offered by the university will be found elsewhere in this catalog. (See Table of Contents.)

Prospective degree candidates should first make application to the Director of Admissions for admission to the university as a candidate for the particular degree sought. (Routine of Matriculation, page 27.) Upon notice from the Director that the admission requirements of the university have been met successfully, the candidate should confer with the dean of the college or school directing the degree curriculum which he wishes to undertake for the purpose of planning the course of study. After such conference and upon written authorization by the dean the student may register in the Evening Division for the courses permitted.

SPECIAL COURSES OF STUDY

Students in the Evening Division may, as non-matriculated students, pursue special courses of study adapted to their individual vocational or avocational needs. In each such case the student must be registered through one of the schools of the university. Before registration the student must confer with the appropriate dean, or adviser designated by him, for the planning of the course program. Upon written authorization by the dean or designated adviser the student may register in the Evening Division for the course or courses permitted.

Prospective students who are uncertain about the school in which they should register may apply to the Director of the Evening Division for direction to the proper dean.

DEPARTMENT OF MILITARY SCIENCE AND TACTICS

GENERAL

Duquesne University, in conjunction with the War Department, maintains a unit of the Reserve Officers' Training Corps (ROTC). The courses as outlined by the War Department consist of a Basic Course, which is covered in the first two years, and an Advanced Course, which is covered in the last two years.

OBJECTIVE OF MILITARY TRAINING

The policy of the United States is to maintain a standing army at minimum strength and rely on her citizens to be prepared to expand that army in the event of an emergency. This is sound from the economical view. However such a policy, if disaster is to be avoided, requires that many of her citizens must be induced to prepare themselves for military leadership as an interesting and patriotic adjunct to their civilian careers.

The courses in military training stress military bearing, leadership, the ability to work smoothly with others, the habit and art of intelligent obedience, and the ability to exercise intelligent control over subordinates.

Experience has shown that a student with such a background is prepared to adapt himself more quickly from student life to his chosen career.

ELIGIBILITY

1. *Basic Course*: The Basic Course is required of all freshmen between the ages of fourteen and twenty-six who possess the requisite physical qualifications and are citizens of the United States.
2. *Advanced Course*: The Advanced Course is open to all students who have satisfactorily completed the Basic Course and have been recommended by the Professor of Military Science and Tactics (PMS&T). During the war emergency, the advanced course is not authorized by the government.

UNIFORMS

The uniform is loaned to the student by the Government. It consists of a coat, trousers, cap, shirt and tie.

ACADEMIC CREDIT

Academic credits toward a degree are granted for ROTC courses as follows: Basic Course, 2 units per semester; Advanced Course, 3 units per semester.

COURSES OF INSTRUCTION

The courses listed below are numbered and carry designations according to a system which is standard in all divisions and departments of the university except the School of Law. Courses numbered from 100 to 299 are lower division courses, intended primarily for freshmen and sophomores; courses numbered from 300 to 499 are upper division courses, intended primarily for juniors and seniors; courses numbered from 500 to 599 are open to students in the upper division of the undergraduate schools, but also carry graduate credit, in view of additional work, for students in the Graduate School; courses numbered from 600 upwards are open only to graduate students. Courses carrying an odd number are normally given during the first semester, while courses carrying an even number are normally given during the second semester.

ACCOUNTING

201, 202. Introductory Accounting. This course is devoted to the fundamental problems of accounting, building up along the lines and methods of modern accounting practice. The subject matter embraces: theories of debit and credit; classification of accounts; underlying principles of accounting records; business papers used as the basis for first entry; simple problems of the balance sheet and income statement; controlling accounts; handling sales and purchases; safeguarding the cash; consignments; basic interrelations between accounting and business management. Practice material will be provided. *Credit*, Three hours each semester. GORHAM, LOGAN.

e201, 202. Introductory Accounting. A course similar to 201, 202 but more restricted in the scope of practice material used. Evening students who, in the judgment of the accounting faculty, are not prepared to enter Acct. e201, 202 will be given a preliminary course in Business Mathematics. *Credit*, Two hours each semester. GORHAM, LOGAN, VENGER.

303, 304. Principles of Accounting. The aim of the course is to present a thorough study of the corporation and its related problems. Some of the topics covered are: records and accounts peculiar to a corporation; elements of manufacturing accounts; perpetual inventory, voucher system and payroll methods; theories of the balance sheet, its make-up, form, and arrangement; valuation of assets in the balance sheet; depreciation; showing of liabilities; valuation of capital stock; profits; dividends; reserves and surplus; sinking and other funds; income summary; liquidation of a corporation; consolidations and mergers; branch house accounting; fire loss adjustments; hypothecation of accounts receivable; fiduciary accounts. Practice work in corporation accounts and related problems. Prerequisite: Acct. 201, 202. *Credit*, Three hours each semester. EBBERTS.

e303, 304. Principles of Accounting. The aim of the course is to present a thorough study of the corporation and its related problems. The most important topics covered are: opening the books of corporations; various classes of capital stock; distinction between proprietorship, partnership, and corporation, regarding ownership; control; the voucher system-balance sheet valuation; depreciation, its causes, factors, and rate determination and methods of calculating; temporary and permanent investments. Practice work in corporation accounts is given. Prerequisite: Acct. e201, 202. *Credit,* Two hours each semester. LOGAN.

e305, 306. Accounting Practice. This course continues the study of accounting theory and supports it by practical problems covering the work sheet, adjustments, etc. Main topics treated are: construction and technique of the balance sheet; profit and loss statement; surplus and reserve accounts; statement of funds and their application; comparative balance sheets and consolidated balance sheets; sinking funds; statements of realization and liquidation. Numerous problems are provided as practice work. Prerequisite: Acct. e303, 304. *Credit,* Two hours each semester. SCHNEIDER.

407, 408. Accounting Systems. This course is designed primarily for those who wish to enter the public accounting profession. It deals with the peculiarities encountered in the various types of business and the necessary accounting systems to record the data correctly where it differs from that of other businesses. The following types of business will be covered: Federal Reserve Banks, National Banks, State Banks, Savings Banks, Trust Companies, Building and Loan Associations, Insurance Companies, Professional firms, Decedents' estates, Bankruptcy estates, Iron and Steel Companies, Department Stores, Building and Contracting firms, Installment houses, Hotel Companies, Brokerage concerns, Clubs, Associations, and many others. Prerequisite: Acct. 303, 304 or e305, 306. *Credit,* Two hours each semester. RUSH.

409, 410. Cost Accounting. This course explains the relation of cost systems to general books and systems. Emphasis is placed throughout upon scientific and efficient methods of management. Subjects studied include perpetual inventory and all other elements relating to material costs, labor costs, power costs, distribution of expense, depreciation, fixed charges, and other elements of overhead costs; also various standard cost systems and plans, the installation of cost systems and of departmental cost keeping. Prerequisite: Acct. 303, 304 or e305, 306. *Credit,* Three hours each semester. RUSH, BOORD.

411, 412. Auditing. This course covers the theory and practice of auditing. The relationship of the accountant with the client, the working papers, the audit procedure, the accounting principles involved, the preparation of reports, and the ethics of the accounting profession are treated in detail. The chief topics developed are: purpose and classes of audits; detailed procedure in the verification of original records, special consideration in the audit of cash; accounts receivable; inventories; plant; liabilities; capital stock and surplus; analysis of accounts and preparation of working papers; certified statements and reports. Prerequisite: Acct. 303, 304 or e305, 306. *Credit,* Three hours each semester. RUSH.

415, 416. Managerial Accounting. A study of the technique involved in the gathering, recording, and interpretation of accounting and statistical data used in the solution of internal problems of management. Some of the topics covered are: construction, analysis and interpretation of reports, establishment of operating and financial standards; measurement of man-

agerial performance; use of budgets in managerial control; use of cost data and interpretation of cost reports; use of quantitative data in the formulation of policies. Prerequisites: Acct. 303, 304 or e305, 306. Mgt. e303, 304. *Credit*, Two hours each semester. SCHNEIDER.

451, 452. Income Tax Accounting. A special class for executives, auditors, accountants, and others who are qualified by training and experience to make a detailed study of the present Federal and State Income Tax requirements; in connection with this, practical application in the preparation of reports. Prerequisite: Acct. 411, 412. *Credit*, Two hours each semester. RUSH.

e503, 504. Miscellaneous Federal and State Taxes. A preparation of reports, accounting problems, and procedure arising from Pennsylvania Capital Stock and Loans, Mercantile, County and State Personal Property, Inheritance, Estate, Documentary Stamp, Unemployment Insurance, and Local Taxes; also Federal Capital Stock, Excess Profits, Undivided Profits, Estate, Gifts, Excise, Unemployment Insurance and Old Age Benefits. Prerequisite: Acct. 303, 304 or e305, 306. *Credit*, Two hours each semester. RUSH.

e515, 516. C.P.A. and American Institute Preparation. This course is designed to prepare students for State C.P.A. and American Institute examinations. Problems and questions selected from actual examinations are used as the basis of this course. The student is given a thorough drill in the methodical analysis of complex problems and in the preparation of the necessary working papers and statements required in their solution. Emphasis is laid upon the development of the power of analysis. The questions and problems are arranged to serve as a general review of the whole field of accounting. In addition a thorough review of Pennsylvania Business Law is provided. Staff.

e517, 518. Advanced Cost Accounting. A study of the application of cost accounting principles to various kinds of business enterprise. Analysis of standard and job costs in manufacturing, merchandising, and public service industries. Prerequisite: Acct. 409, 410. *Credit*, Two hours each semester. BOORD.

ADVERTISING

e317, 318. Principles of Advertising. This course combines the study of advertising principles with a thorough introduction to the diversified mechanics of the profession. The functions of investigation and fact-finding in the advertising field are clearly expounded. The course includes as major subjects retail advertising, industrial advertising, national or general advertising. These are treated from the viewpoints of newspaper, direct-mail, outdoor, magazine, and radio advertising. The student writes copy, lays out advertisements, designs covers and develops original ideas with which to sell merchandise. *Credit*, Two hours each semester. SULLIVAN.

e419, 420. Advanced Advertising. The course includes lectures, demonstrations and practical work relating to the preparation of catalogs, the conduct of advertising contests, the edition of company publications (house organs) and the development of ideas into adequate programs. The latter part of the course is devoted to an intensive study of the problem of selling both advertising and the advertising man. Enrollment in the course must be approved by the instructor before registration. Prerequisite: Adv. e317, 318. *Credit*, Two hours each semester. SULLIVAN.

BIOLOGY

101. Botany. A survey of the plant kingdom, consisting of a study of the general morphology and physiology of the higher plants. *Credit*, Four hours. HOWE.

102. Zoology. A general survey of the animal kingdom, including life processes, life histories, and evolution with a study of representative forms from the different groups. *Credit*, Four hours. HOWE.

107, 108. Principles of Biology. A cultural course designed to give an acquaintance with the subject as a whole. This course carries no credit if further work in Biology is taken. Recitations with lecture demonstrations. *Credit*, Four hours. SCHUBERT.

201. Vertebrate Zoology. The comparative anatomy, development, and phylogeny of the vertebrates. *Credit*, Four hours. HOWE.

202. Plant Morphology. A general course which covers the structure and life cycle of representative plants from the different groups. *Credit*, Four hours. HOWE.

301. Bacteriology. The isolation, staining, and methods of studying the physiological characteristics of representative bacteria. *Credit*, Four hours. HOWE.

302. General Physiology. The general functions and activities of the cells and tissues of higher animals. *Credit*, Four hours. SCHUBERT.

309. First Aid. Lectures and demonstrations on how to render intelligent aid in cases of accident, while awaiting the arrival of a physician. *Credit*, One hour. DAVIS, BRODIE.

313. Physiology. An elementary course in anatomy, physiology, and hygiene. Not intended for Biology majors. *Credit*, Three hours. SCHUBERT.

319, 320. Nature Study. A study of plants and animals in their natural environment. Lectures on classification and habitats, field trips and laboratory work upon the preservation and identification of specimens. *Credit*, Four hours. SCHUBERT.

401. Microtechnique and Plant Histology. Methods of collection and preservation of the higher plants with the preparation of tissues for microscopic study. *Credit*, Four hours.

402. Embryology. The early development of vertebrates. *Credit*, Four hours.

506. Cytology. A study of the structure and reactions of cells, including mitosis and reduction division. *Credit*, Four hours.

514. Invertebrate Zoology. A study of special invertebrate types. *Credit*, Four hours. HOWE.

517. Advanced Taxonomic Botany. Classification and identification of flowering plants, with theories of relationship and intensive study of special groups. *Credit*, Four Hours. HOWE.

518. Advanced Plant Anatomy. A study of the detailed structure of seed plants of different types. *Credit*, Four hours.

521. Genetics. A detailed consideration of the various types of heredity in plants and animals. *Credit*, Four hours.

700. Special Problems in Biology. Practice in the methods and materials of research. *Credit*, Four hours. HOWE.

BUSINESS ECONOMICS

211, 212. Business Economics. An analytical and inductive study of the basic methods and concepts as well as of the known facts of the science of how man makes his living. The scientific methodology of Business Economics together with a critical alertness to its leading practical inferences and limitations, will be a major objective of this course. The student will be provided with the means of acquiring reasonable skill and familiarity with the tools of this science, and will be given a viewpoint from which he may survey the broad panorama of individual and institutional effort in the production, distribution, and consumption of wealth and income. *Credit*, Four hours each semester. MORRIS.

505, 506. Economic Policy of Government. This course will concern itself with such widely differing matters as price regulation, restriction and stimulus given to selected business activities, the government-sponsored corporation, taxation and government plans for post-war full employment. Prerequisite: B.E. 211, 212 or its equivalent. *Credit*, Two hours each semester. WRIGHT.

541, 542. Post War Economic Problems. This course will present an analysis of the problems which will arise in the postwar period as a consequence of war taxation, increased public indebtedness, conversion of industry to wartime production and mobilization of manpower for the armed services. Among the problems given special treatment are: projected plans for post-war full employment, methods of handling the national debt, international monetary relations and the re-establishment of normal international trade. Prerequisite: B.E. 211, 212 or its equivalent. *Credit*, Two hours each semester. WRIGHT.

BUSINESS LAW

301, 302. Introductory Business Law. The aim of the course is to give the student such a knowledge of legal procedure as will enable him intelligently to study the law from the decided cases, and to acquaint him with the fundamental legal doctrines in the basic fields of the law; contracts, negotiable instruments, partnerships and corporations. *Credit*, Three hours each semester. EBBERTS.

e301, 302. Introductory Business Law. The aim of the course is to give the student such a knowledge of legal procedure as will enable him intelligently to study the law from the decided cases, and to acquaint him with the fundamental legal doctrines in the basic fields of the law: contracts, agency, and negotiable instruments. *Credit*, Two hours each semester. EBBERTS, EULENSTEIN.

403, 404. Advanced Business Law. A study of Pennsylvania business law by text and case method. The subjects covered are: sales, suretyship, guaranty, and insurance. Prerequisite: B.L. 301, 302. *Credit*, Two hours each semester. EBBERTS.

e403, 404. Advanced Business Law. A study of the law of partnership, corporations, and sales by the text and case method. Prerequisite: B.L. e301, 302. *Credit*, Two hours each semester. EBBERTS.

e405, 406. Real Estate Law. This course is intended to give the student a practical knowledge of Pennsylvania law and practices pertaining to real estate. It includes a thorough discussion of estates, liens, agreements of sale, deeds, mortgages, landlord and tenant, and a general discussion of easements, restrictions, fixtures, and agency. Prerequisite: B.L. 301, 302. *Credit*, Two hours each semester. EBBERTS.

CHEMISTRY

101, 102. General Chemistry. A study of metals and non-metals; principles, theories, and calculations. Class, Four hours; Laboratory, Three hours. *Credit*, Eight hours. MULDOON, MORONEY, YOCHUM, GETZ.

201, 202. Organic Chemistry. An introduction to the various compounds of carbon. Class, Four hours; Laboratory, Three hours. Prerequisites: Chemistry 101, 102. *Credit*, Eight hours. O'CARROLL, MULDOON, GETZ.

207, 208. Principles of Chemistry. A cultural course designed to give the college student a general acquaintance with the subject as a whole. Recitation with lectures, demonstrations and laboratory. This course does not carry credit toward a chemistry major. *Credit*, Six hours. MORONEY.

211. Quantitative Analysis. The principal methods of gravimetric and volumetric analysis. Class, Two hours; Laboratory, Eight hours. Prerequisite: Chemistry 101, 102. *Credit*, Four hours. DUNKELBERGER, GETZ.

212. Qualitative Analysis. Theoretical and practical study of the methods of separating and identifying the more common anions and cations. Class, Two hours; Laboratory, Eight hours. Prerequisite: Chemistry 211. *Credit*, Four hours. DUNKELBERGER.

302. Physiological Chemistry. A study of the chemistry of fats, carbohydrates, proteins, enzymes, ferment action, digestive processes and nutrition. Class, Three hours; Laboratory, Four hours. Prerequisite: Chemistry 201, 202. *Credit*, Four hours.

306. Drug Assay. The detection and determination of active constituents of medicinal substances. Identification of alkaloids. Class, One hour. Laboratory, Three hours. *Credit*, Three hours. Prerequisite: Chemistry 211. BECKER.

401, 402. Physical Chemistry. A study of the structure and properties of the different states of matter, chemical equilibria, colloids, thermochemistry and photochemistry. Class, Three hours; Laboratory, Four hours. Prerequisite: Physics 201, 202; Chemistry 211, 212; Mathematics 202. *Credit*, Eight hours. DUNKELBERGER.

411. Modern Concepts in Chemistry. This course is especially valuable to teachers of chemistry and general science. Particular emphasis is placed on new theories and discoveries in the field of the physico-chemical sciences. Outmoded concepts are pointed out and evaluated. No laboratory work. *Credit*, Two hours.

431. Biochemistry. The chemistry of digestion, metabolism, and excretion. The simple clinical tests. A special course for pharmacists. Class, Three hours; Laboratory, Four hours. Prerequisites: Chemistry 202, 306. *Credit*, Four hours. BECKER.

432. Pharmaceutical Chemistry. The occurrence, preparation, purification, properties, and identification of official chemicals. Class Three hours. Laboratory, Four hours. Prerequisites: Chemistry 202, 212, 306. *Credit.* Four hours. BECKER.

441. Analysis of Foods. The examination of common foods. Substitutes and adulterants. Class, Two hours; Laboratory, Nine hours. Prerequisites: Chemistry 202, 211. (Not offered in 1945). *Credit*, Five hours. BECKER.

601, 602. Chemical Kinetics. Kinetic theory, collision frequency, orders of reaction, reaction mechanisms, chain reactions, catalysis and related topics are considered. *Credit*, Six hours. DUNKELBERGER.

609, 610. Physico-Organic Chemistry. Methods of determining the sizes, shapes and properties of organic molecules and the mechanisms of reactions are explained. *Credit*, Six hours. DUNKELBERGER.

611, 612. Advanced Organic Chemistry. Important organic types and reactions are discussed, with emphasis on the mechanism and electronic interpretation of each reaction. *Credit*, Six hours.

621, 622. Chemical Thermodynamics. The theory of classical thermodynamics is developed and applied to chemical systems, with particular attention paid to solutions. The statistical basis of thermodynamics is discussed. *Credit*, Six hours. DUNKELBERGER.

651. Chemical Research (Thesis). Experimental work on a special project which is selected in conference with the major adviser and pursued under his direction. *Credit*, Six hours.

CLASSICAL LANGUAGES

LATIN

101. Sallust. Jugurthine War and Catiline. Readings and reports in classical literature. *Credit*, Three hours. HARCAR.

102. Cicero. De Senectute and De Amicitia. Readings and reports in classical literature. *Credit*, Three hours. HARCAR.

103. Elementary Latin. Common forms and the elements of syntax necessary for translation. *Credit*, Three hours. (No credit for Latin major).

104. Elementary Latin. Selected orations of Cicero. *Credit*, Three hours. (No credit for Latin major).

109. Latin Prose Composition. The work as outlined will confine itself to basic case and clausal constructions. *Credit*, Three hours. HARCAR.

201. Horace. Odes and Epodes. Readings and reports in classical Mythology. *Credit*, Three hours. CRONIN.

202. Livy. Ab Urbe Condita. I, XXI, XXII. Readings and reports in classical Mythology. *Credit*, Three hours. CRONIN.

301. Tacitus. Agricola and Germania. Readings and reports on classical society. *Credit*, Three hours. CRONIN.

302. Pliny. Letters. Readings and reports on classical society. *Credit*, Three hours. CRONIN.

401. Latin Survey. Excerpts from authors outside the four year major program. The Latin Fathers. Readings and reports in classical philosophy. *Credit*, Three hours. SULLIVAN.

402. Mediaeval Poets. Mediaeval hymnology. Biography of the poets. Readings and reports in classical philosophy. *Credit*, Three hours.

GREEK

101. Greek Grammar. Grounding in the common forms and elements of syntax necessary for translation. *Credit*, Three hours. HARCAR.

102. Greek Composition. Grounding in the irregular forms and elements with exercises in composition. *Credit*, Three hours. HARCAR.

201. Xenophon. Hellenica Selections. Prerequisite: Greek 101, 102 or equivalent. *Credit*, Three hours. SULLIVAN.

202. Herodotus. Tales from Herodotus. Prerequisite: Greek 101, 102 or equivalent. *Credit*, Three hours. SULLIVAN.

501. Advanced Latin Composition. More advanced stages of sentences and clausal construction. *Credit*, Two hours. CRONIN.

503. Greek Literature. Accent on lyric, history, oratory, and literary criticism. *Credit*, Three hours. SULLIVAN.

505. Greek Drama. Fifth century tragedy. Readings in Old, Middle, and New Comedy. *Credit*, Two Hours. CRONIN.

507. Confessions of St. Augustine. Selected readings and assignments in contemporary authors. *Credit*, Two hours.

511. Roman Private Life. Daily life and social life of the Romans in classical authors with summary comment by modern authorities. *Credit*, Two hours.

549. Roman Psalter. The Psalms. *Credit*, Two hours. CRONIN.

602. Mediaeval Latin Literature. Readings in the Mediaeval Lyric. Reports on Christian and secular Latin literature. *Credit*, Three hours.

610. Roman Religion. Numina, Superstition, Magna Mater, Isis and Serapis, Mithra, Immortality, Emperor-worship. Transition to Monotheism. *Credit*, Two hours. SULLIVAN.

641. Classical Antiquities. Research in the several fields of Classical civilization. *Credit*, Three hours. SULLIVAN.

643. Master's Bibliography. An introduction to the Greek and Latin reading list necessary for Classics majors. *Credit*, Three hours. SULLIVAN.

COMMERCE

101, 102. Economic Geography. A course in regional economic geography giving a survey of man's utilization of the earth in making a living. The foundation of the course is the study of the world's major geographic regions and of their present and potential production of food and raw materials for manufacture. Emphasis is placed on the relation of the different factors of the physical environment to man's economic activities. Required of Freshmen in Business Administration. *Credit*, Three hours each semester. MORRIS, TCHIRKOW.

303, 304. Principles of Marketing. This course is designed to present the fundamental principles and methods of marketing raw materials, agricultural, and manufactured products. It includes a discussion of consumer buying habits and motives; market functions; analysis of the important market institutions; marketing policies in finance, price, speculation, competition, and advertising. Prerequisite: Com. 101, 102. *Credit*, Two hours each semester. MORRIS.

323, 324. Business Communication. This course covers the entire field of business correspondence. The principles of modern business writing are explained, illustrated, and applied. Certain types of correspondence such as applications, inquiries, adjustments, credit letters, and sales letters receive particular attention. Abundant practice work is provided. Prerequisite: Com. 303, 304 and Eng. 101, 102. *Credit*, Two hours each semester. EBBERTS.

405, 406. Foreign Trade. A survey of the nature, scope, and significance of international trade. Basic historical, geographic, and economic factors influencing the development of international commerce including: ocean transportation and shipping practices; customs procedure and importing; trade correspondence and advertising; commercial regulations and tariffs; foreign exchange, credits and collections; market surveys, and marine insurance. Emphasis is given to analysis of foreign markets, trade channels, and methods of developing foreign markets. Study of recent changes in the various phases of foreign trade relations. Prerequisite: Com. 303, 304. *Credit*, Two hours each semester. TCHIRKOW.

411, 412. Transportation. The development, operation and control of transportation by railroads, motor, water, and air. Much emphasis will be given to the American, German, British, and French railway systems, especially from the economic and public aspects; analysis of the Interstate Commerce Law and its amendments; interpretation of proposals for more adequate coordination and regulation of American transportation agencies. Prerequisite: B.E. 211, 212. *Credit*, Two hours each semester. TCHIRKOW.

415, 416. Marketing Problems. A case study illustrative of typical merchandising and marketing problems encountered by manufacturers, raw material producers, wholesalers, retailers, and other distributors. Among the topics considered are the following: sales promotion and advertising; control of sales organization; selection of channels of wholesale and retail distribution; types of retail enterprise; trade marks; price maintenance; produce exchanges; cooperative marketing, and the distribution of industrial goods. Readings, lectures, reports. Prerequisite: Com. 303, 304. *Credit*, Three hours each semester. MORRIS.

421, 422. Principles of Salesmanship. A course in the principles of salesmanship covering fundamentals of selling, analyzing the product, organization of selling background, psychology of sales appeal, buying motives, reserve arguments and development of the salesman's personality. Special

attention is given to such topics as merchandising, promotion, creation of cosumer demand, dealer contacts, good taste in buying and selling, business ethics, and market analysis. *Credit*, Two hours each semester. DWYER.

461, 462. Business Psychology. The first half of this course will be devoted to the principles of applied psychology as dependable aids in dealing more effectively with others in business relations, particularly in such matters as advertising, selling, procurement and executive relations. The second half of the course will be concerned with the problems of industrial psychology such as unrest, fatigue, monotony of work and their influence upon personnel relations. Prerequisite: Mgt. 303, 304. *Credit*, Two hours each semester. WRIGHT.

e501, 502. Economic Geography of North America. A study of the present agricultural, commercial and industrial development of the North American continent with emphasis upon the regional geography of the United States and Canada. Prerequisite: Com. 303, 304. *Credit*, Two hours each semester. TCHIRKOW.

e503, 504. Economic Geography of Latin America. An interpretation of industries, trade, governments and peoples south of the Rio Grande as affected by topography, resources, climate, and location. Attention will be given to critical economic problems such as labor, transportation and organization. Some emphasis is given the domestic and international problems of the southern republics of the New World as well as their relationship to the United States since the World War. Prerequisite: Com. 303, 304. *Credit*, Two hours each semester. TCHIRKOW.

e505, 506. Economic Geography of Europe. A study of the economic development, governments and peoples of the countries of Europe in relation to the environmental background and resources of the continent. The course emphasizes the relationship of political institutions in each of the countries to trade and economic development, and also analyzes the potential trade possibilities of each market. Attention is directed to the influence of geographic, economic, and social factors upon the post war adjustments. Readings, discussions, lectures and reports. Prerequisite: Com. 303, 304. *Credit*, Two hours each semester. TCHIRKOW.

e509, 510. Economic Geography of Asia. This is a regional study of the resources, industries, and commercial expansion of the continents of Asia and Australia. A detailed study will be made of trade, social customs, governments and economic possibilities of China, Japan, India, Turkey, Siberia, East Indies, Australia, and New Zealand. Considerable attention will be given to disturbing developments in the Far East arising from the friction existing between China, Japan and Russia, and impending changes in world relationships likely to arise therefrom. Prerequisite: Com. 303, 304. *Credit*, Two hours each semester. TCHIRKOW.

e511, 512. Market Analysis. A seminar course, in which the student, acting as marketing executive, develops, through sound analysis, the working plans for the effective marketing of specific merchandise. Plans ordinarily require numerous analyses of markets, products, marketing practices, advertising methods, etc. Sources of information may include published research reports, company records, and original data, collected by questionnaire, interview, or observation, and prepared in accordance with statistical methods. Within practical limits, plans are developed primarily for the Pittsburgh area. Prerequisite: Com. 303, 304 and Mgt. 351, 352. Course must be taken for full academic year for credit. *Credit*, Four hours each semester. RAYHAWK.

EDUCATION—BUSINESS

101, 102. Beginning Shorthand Theory. A first course in the theory, principles, and methodology of Gregg Shorthand. *Credit*, Three hours each semester. HODEL.

103, 104. Beginning Typewriting Theory. After mastery of machine operations, keyboard reaches and control, emphasis is given to accuracy and speed. *Credit*, Two hours each semester. HODEL.

201, 202. Advanced Shorthand Theory. Speed is developed here, but emphasis is upon combination of dictation and transcription. Prerequisite: Bus. Ed. 101, 102. *Credit*, Three hours each semester. HODEL.

203, 204. Advanced Typewriting Theory. Increased speed is stressed, but emphasis is upon styles of letter writing and other office forms. Prerequisite: Bus. Ed. 103, 104. *Credit*, Two hours each semester. HODEL.

206. Business Mathematics. A review and skill course in mathematical operations for office work with fundamental treatment of algebraic, trigonometric, and logarithmic functions used in accounting and statistics. *Credit*, Three semester hours. HILBORN.

301, 302. Commercial Geography. A study of the world's major geographic regions and their contribution of raw materials for marketing and manufacture. *Credit*, Three hours each semester. TCHIRKOW.

303, 304. Introductory Accounting. Fundamental problems and principles of accounting. Interrelations of accounting and business management. *Credit*, Three hours each semester. LOGAN.

305. Business English. An intensive course in the application of the best English usage to business practice. Prerequisite: Eng. 101, 102. *Credit*, Two semester hours. HERSHELMAN.

307. Dictation and Transcription. An intensive course in timed dictation and machine transcription, with speed building based upon its major factors. Prerequisites: Bus.Ed. 201, 202; 203, 204. *Credit*, Three semester hours. HODEL.

308. Secretarial Office Procedure. A finishing course in shorthand and typing with detailed instructions in filing, indexing, telephone communications, and other office duties. Prerequisites: Bus.Ed. 201, 202; 203, 204. *Credit*, Three semester hours. HODEL.

312. Methods of Teaching Commercial Subjects. A special methods course. Prerequisite: Sec.Ed. 330. *Credit*, Two semester hours. HERSHELMAN.

401, 402. Business Law. A fundamental course in business law based upon decided cases covering contracts, agency, negotiable instruments, partnerships, corporations, etc. *Credit*, Three hours each semester. EULENSTEIN.

403, 404. Principles of Accounting. A thorough study of the corporation and its problems, including inventories, voucher systems, the balance sheet, capital, liabilities, dividends, etc. Practice in corporation accounting. Prerequisite: Bus.Ed. 303, 304. *Credit*, Three hours each semester. RUSH.

405. Junior Business Training. Principles and practice of business management with emphasis on merchant and consumer relationships. *Credit*, Three semester hours. HERSHELMAN.

409, 410. Advanced Accounting. A study of the various methods of cost finding and the relation of cost systems to general systems of accounts. Prerequisite: Bus.Ed. 403, 404. *Credit,* Three hours each semester. RUSH.

421. Principles of Salesmanship. Fundamentals of selling, psychology of sales appeal, the salesman's personality, creation of consumer demand, market analysis, and business ethics. *Credit,* Three semester hours. DWYER.

490. Secondary Practice Teaching. Actual teaching in an approved high school under critic teacher supervision. *Credit,* Six semester hours.

EDUCATION—ELEMENTARY

101, 102. Art Fundamentals. Methods of drawing from memory, developing the power of self expression and art objectives in the elementary level. Required for Primary, Intermediate, and General Elementary certification. *Credit,* Two hours each semester. FERENCE.

109. Speech Training in the Primary Grades. Place of speech in the primary grades. Technique of developing good speech habits. *Credit,* Two semester hours. WINGERTER.

110. Speech Training in the Intermediate Grades. Place of speech in the intermediate grades. Guidance of speech development and common speech problems. *Credit,* Two semester hours. WINGERTER.

204. Library Activities. Study of the library, its resources, and methods of utilizing it in the elementary school. *Credit,* One semester hour. BLANCHARD.

205. Arithmetic. A background of knowledge and fundamental facts and processes of arithmetic. Diagnostic and remedial teaching is stressed to correct personal difficulties in arithmetic. *Credit,* Two semester hours. BARR.

221. Choral Speaking. Principles, materials, and methods of teaching poetry by means of choric speech. *Credit,* Two semester hours. WINGERTER.

222. Dramatics for the Grades. Materials and methods for conducting dramatics in the elementary school. *Credit,* Two semester hours. WINGERTER.

225. Handicrafts in the Primary Grades. A practical application of handicrafts for nursery, kindergarten, and primary grades. Prerequisite: El. Ed. 101, 102. *Credit,* Two semester hours. FERENCE.

226. Handicrafts in the Intermediate Grades. A practical application of handicrafts for the Intermediate grades. Prerequisite: El. Ed. 101, 102. *Credit,* Two semester hours. FERENCE.

306. Nursery School-Kindergarten-Primary Theory. Aims, techniques, organizations, and fundamentals of the Nursery School, Kindergarten, and Primary Grades. Special attention is given to the relationship of the Kindergarten and Primary Grades. *Credit,* Two semester hours. BETSCHART.

307. Children's Literature and Story Telling. A study of types of children's literature with purpose of selection and adaptation. Skill in the art of story telling is developed by actual practice. *Credit,* Three semester hours. BLANCHARD.

311. Geography. Review of the basic problems of geography. This provides a background for teaching methods. *Credit,* Two semester hours. BARR.

312. World Problems in Geography. A study of current world problems showing the geographic relation and national development of the continents. *Credit,* Two semester hours. BARR.

315. Teaching Language Arts in the Primary Grades. Principles, methods and practices underlying the basic skills in language and reading in the Primary grades. Correct habits, and treatment of remedial cases. Prerequisite: Ed. Psych. 310. *Credit,* Two semester hours. BEVIL.

319, 320. Nature Study. Natural environment of plants and animals; classification and habitats; field trips. Methods of teaching Nature Study. *Credit,* Two hours each semester.

341. Auditorium Activities. Auditorium as a speech laboratory. Auditorium programs. Prerequisite: El. Ed. 222. *Credit,* Two semester hours. WINGERTER.

342. Games and Play Activities. Material and methods course. Games and play activities suitable for the classroom, recreation period and auditorium. *Credit,* Two semester hours. WINGERTER.

343. Folk Dances. Folk dances suitable for teaching purposes, both elementary and secondary level. *Credit,* Two semester hours. WINGERTER, DORSCH.

345. Art Methods—Primary. Theory and practice in the presentation of art subjects on the primary level. Prerequisite: El. Ed. 101, 102. *Credit,* Two semester hours. FERENCE.

346. Art Methods—Intermediate. Theory and practice in the presentation of art subjects on the intermediate level. Prerequisite: El. Ed. 101, 102. *Credit,* Two semester hours. FERENCE.

415. Teaching Arithmetic in the Primary Grades. Subject matter and its presentation; acquaintance with methods, materials, and principles of instruction; observation of actual pupil-teacher situations in the primary grades. Prerequisite: Ed. Psych. 310. *Credit,* Two semester hours. BEVIL.

417. Teaching Arithmetic in the Intermediate Grades. Subject matter and its presentation; acquaintance with methods, materials, and principles of instruction; observation of actual pupil-teacher situations in the primary grades. Prerequisite: Ed. Psych. 310. *Credit,* Two semester hours. BARR.

455. Teaching Intermediate Geography. Aims, principles, and efficient methods of instruction in the field of geography. Prerequisite: Ed. Psych. 310. *Credit,* Two semester hours. BARR.

463. Child Guidance. Understanding of the guidance functions in elementary education; physical, social, and emotional problems involved in a child's life. Prerequisite: Ed. Psych. 310, 320. *Credit,* Two semester hours. BRENNAN.

471. Art Appreciation. Emphasis is placed on knowledge and appreciation of art, the schools of art, and modern ideas of art. Prerequisite: El. Ed. 101, 102. *Credit,* Two semester hours. FERENCE.

472. Advanced Art Appreciation. Develops harmony and skill in handling different media used in art work. Prerequisite: El. Ed. 101, 102. *Credit,* Two semester hours. FERENCE.

473. Teaching Social Studies in the Primary Grades. A critical knowledge and appreciation of the principles, practices, and trends in educational procedures of teaching social studies in the primary grades. Prerequisite: Ed. Psych. 310. *Credit,* Two semester hours. BEVIL.

475. Teaching Social Studies in the Intermediate Grades. Principles and practices underlying a functional program of training for citizenship and social responsibilities; for life interpretations and concepts; social problems on the intermediate level. Prerequisite: Ed. Psych. 310. *Credit,* Two semester hours. BARR.

479. Teaching Language Arts in the Intermediate Grades. Principles, methods and practices underlying the basic skills in language and reading in the Intermediate grades. Correct habits, and treatment of remedial cases. Prerequisite: Ed. Psych. 310. *Credit,* Two semester hours. BARR.

480. Activity Program, Kindergarten-Primary Grades. The fundamentals of carrying out a unit of work program for Kindergarten, Primary grades. Prerequisite: Ed. Psych. 310. *Credit,* Two semester hours. BETSCHART.

482. Review Drawing and Medium as Class Room Aids. An advanced course designed for experienced teachers. Prerequisite: El. Ed. 345, 346. *Credit,* Two semester hours. FERENCE.

490. Elementary Practice Teaching. Actual student teaching in an approved elementary school under the direct supervision of a critic teacher. *Credit,* Six semester hours.

504. Problems in Elementary Education. Desired objectives of elementary education; the characteristics of children; mental deficiencies; individual differences and various grouping; investigation and study of particular supervisory problems in the elementary school. *Credit,* Two semester hours. BRENNAN.

507. Progressive School Movement. A critical study of the theory and philosophy of the Progressive School Movement with a detailed investigation into several leading progressive elementary schools. *Credit,* Two semester hours.

508. Reading Diagnosis. Diagnosis and remedial measures in the elementary program. *Credit,* Two semester hours. BETSCHART.

509. Integrating Language Arts in an Activities Program. The integration and supervision of language arts with special reference to progressive school methodology. *Credit,* Two semester hours. BETSCHART.

510. Advanced Principles of Elementary Education. Specialized administrative techniques in the elementary school; adaptation of the best educational theory and practice of a community. *Credit,* Two semester hours.

513. Elementary School Curriculum. Principles of curriculum construction on the elementary level; organization and content of subjects constituting this curriculum. *Credit,* Two semester hours. BETSCHART.

590. Curriculum Construction in the Elementary Parochial School. Organization, development and control of this curriculum. This course is limited to teachers in the Parochial schools. *Credit,* Two semester hours. QUIGLEY.

613. Administration of the Elementary School. Organization and administration of the elementary school; particular personnel management; programs, curricular and extra-curricular; community relations. *Credit,* Two semester hours. BRENNAN.

614. Supervision and Improvement of Teaching in the Elementary School. Methods particular to elementary supervision; diagnosis and evaluation of teaching and learning procedure; improvement of instruction; stimulation of faculty cooperation. *Credit,* Two semester hours. BRENNAN.

EDUCATION—SECONDARY

330. Methods of High School Teaching. A general methods course treating of assignments, questioning, reviews, supervised study, lesson plans, and types of teaching from the Socratic to Socialized recitation. Prerequisite: Ed. Psych. 310. *Credit,* Two semester hours. KLEYLE.

340. Principles of Secondary Education. The aims, function, and organization of the secondary school, its articulation with other units, plus the qualifications of the secondary school teacher. *Credit,* Two semester hours. SAVULAK.

466. Junior High School Methods. A special methods course showing the special application of methods to the Junior High School. A substitute course for Secondary Education 330 if the student desires to teach in Junior High School. *Credit,* Two semester hours.

490. Secondary Practice Teaching. Actual student teaching in an approved high school under the direct supervision of a critic teacher. *Credit,* Six semester hours.

604. Problems in Secondary Education. Objectives, issues, functions and procedures; individual differences; study of particular supervisory problems in the secondary school. *Credit,* Two semester hours. PIERCE.

605. Advanced Principles of Secondary Education. Specialized administrative techniques in the secondary school; secondary school problems in a definite community. *Credit,* Two semester hours. PIERCE.

615. Supervision and Improvement of Teaching in the Secondary School. Methods particular to secondary school supervision; evaluation teaching and learning procedure; improvement of institution; faculty cooperation. *Credit,* Two semester hours. MARTZ.

616. Administration of the Secondary School. Organization and administration of the secondary school; pupil and teacher personnel management; curricular activities and programs. *Credit,* Two semester hours. MARTZ.

617. Junior High School Movement. The psychological factors of adolescence which make the Junior High School an essential education unit. *Credit,* Two semester hours.

627. Organization of Extra-Curricular Activities. Consideration is given to the objectives and problems of building programs in the extra-curricular field of student activities in secondary schools. Topics studied include the home-room, student councils, assemblies, clubs, student publications, commencements and athletics. *Credit*, Two semester hours. KLEYLE.

628. Guidance in the Secondary Schools. Considers the development, meaning and scope of student personnel services at the junior and senior high school levels; the literature, reports on experimental studies, techniques; and types of administrative organization and procedure. *Credit*, Two semester hours. KLEYLE.

629. Practical Counseling. Designed to meet the needs of educational and vocational counselors, advisers and teachers concerned with problems of pupil adjustment and guidance. Extensive treatment given to counseling techniques used in handling the problems of adolescents. *Credit*, Two semester hours. KLEYLE.

630. School Guidance Program. Administration and development of the guidance program on the secondary level. *Credit*, Two semester hours. PIERCE.

631. Secondary School Curriculum Construction. Basic principles and procedure in secondary school curriculum construction; organization and development of curricula and content of subject matter in secondary education. *Credit*, Two semester hours. QUIGLEY.

637. Occupational Study. Study of fields of work with requirements; job analysis in vocational guidance. *Credit*, Two semester hours. McGOWAN.

638. Occupational Application. Case work; techniques in vocational guidance. *Credit*, Two semester hours. McGOWAN.

EDUCATION—LIBRARY SCIENCE

301. Organization and Administration—School Libraries I. A study of the general principles of library service, followed by their application to the Library in the School. The course is planned to give the student a background knowledge of the organization and administration of the acquisition and preparation of books, circulation and reference service, problems of personnel, equipment, and supervision. *Credit*, Two semester hours. BLANCHARD.

303. Classification and Cataloguing I. An introduction to the principles of cataloguing and classification, the dictionary catalogue, and the use of the unit card system. Specific topics are personal name entries; pseudonyms and anonyms; anonymous classics; the Bible. *Credit*, Two semester hours.

304. Classification and Cataloguing II. Continuation of Cataloguing and Classification I. Brief study of the Classified Catalogue. Ordering and use of library of Congress cards. Additional topics include the use of annotations on catalogue cards; more detailed instruction in alphabeting; corporate entries; serials; analytics; simplified cataloguing; cataloguing of books for high school libraries, with particular attention to subject headings. *Credit*, Two semester hours.

305. Reference and Bibliography I. Principles of evaluation, selection and use of reference books. The study of the various types of basic reference books, such as the encyclopedia, the dictionary, yearbooks and annuals, periodical indexes and books on special subjects. The class period is devoted to lectures and discussions of examples of the types studies, with problems based upon them. Readings and reports are also assigned. *Credit*, Two semester hours. Sr. M. HIERONYME.

306. Reference and Bibliography II. Continuation of Reference and Bibliography I. Includes further study of reference sources in special fields; the study of government publications: their value, acquisition and uses. *Credit*, Two semester hours. Sr. M. HIERONYME.

307. Reading Guidance and Book Selection I. General principles and aids to the selection of books; study of book-reviewing periodicals, practice in writing critical annotations and in written and oral presentation of book reviews; reading and discussion of books representative of standard types and current trends in the fields of fiction, general literature, travel, biography, history and religion; compilation of book lists. Includes a short survey of types of books for young people and of principles pertaining to their selection. *Credit*, Two semester hours. BROWN.

308. Reading Guidance and Book Selection II. How to develop a collection of books and periodicals for young people in school libraries. Special attention to interests of the adolescent, the needs of the school curriculum and to methods of reading guidance. *Credit*, Two semester hours. BROWN.

401. Organization and Administration—School Libraries II. A continuation of Organization and Administration I. Emphasis is placed on library service in the modern school and the cooperation of the public library with the school library. The responsibility of the library in carrying out the educational objectives of the school program is stressed. Other topics include the budget and its divisions; the relation of the librarian to administrative offices, faculty, students, and parents; the training and supervision of assistants. *Credit*, Two semester hours. BLANCHARD.

403. Classification and Cataloguing III. Continuation of Cataloguing and Classification II. Students are given experience in the actual cataloguing of books under the supervision of the instructor, as part of the course in practice work. The Library of Congress system of classification is given brief study. Methods of teaching the use of the Catalogue are considered. Government documents, their classification and use, are given attention. *Credit*, Two semester hours.

405. Reference and Bibliography III. Continuation of reference and Bibliography II. An introduction to the administration of reference service in the school library, with some attention to methods, organization and devices. *Credit*, Two semester hours. Sr. M. HIERONYME.

406. Reference and Bibliography IV. Continuation of Reference and Bibliography III. A study of bibliographic form and method. Practice in compiling bibliographies on special subjects. *Credit*, Two semester hours. Sr. M. HIERONYME.

407. Reading Guidance and Book Selection III. Continuation of Book Selection I. *Credit*, Two semester hours. BROWN.

408. Reading Guidance and Book Selection IV. Continuation of Book Selection II. *Credit*, Two semester hours. BROWN.

409. Teaching Use of Books and Libraries. The purpose of this course is to give the student an understanding and appreciation of the library and its resources; the various methods of presenting this knowledge to the boys and girls in the classroom; with a consideration of the activities of the school library and the educational value of the use of books and libraries as life habits. *Credit,* Two semester hours.

410. Observation of School Libraries. Close correlation between class room instruction and its practical application is secured by experience in the University Library under faculty supervision. Observation of the handling of administrative problems, teaching the use of books and the catalogue, and practice in the operation of routine are features of the work. Observation trips are made to school and public libraries in Pittsburgh and vicinity. *Credit,* Two semester hours.

EDUCATION—GENERAL

107, 108. Educational Biology. Major concepts of Biology and their relation to the educational foundation of teachers in training. *Credit,* Two hours each semester. SCHUBERT.

120. Introduction to Teaching. An orientation course presenting the requirements, advantages, and opportunities, along with the responsibilities of those in the teaching profession. Required for all types of state certification. *Credit,* Three semester hours. KLEYLE.

210. History of Education. A critical review of the history and philosophy of education from the pre-Christian era to the present day. Presented as a background course for all professional courses in education. *Credit,* Three semester hours. KLEYLE.

351. Educational Statistics. A first course in statistics. A prerequisite for Gen. Ed. 352 and graduate courses in education. *Credit,* Two semester hours. SAVULAK.

352. Tests and Measurements. A history of the testing movement; the aim of measurement; the construction of tests; and evaluation of standardized elementary and secondary tests. Prerequisite: Gen. Ed. 351. *Credit,* Two semester hours. SAVULAK.

410. Sensory Aids. An evaluation of numerous forms of audio-visual aids. Each student is required to compile a source book of sensory aids for his teaching field. *Credit,* Two semester hours. FERENCE.

420. Educational Sociology. An introductory course in the study of agencies, social institutions, and organizations, and their effect upon the functioning of the school. *Credit,* Two semester hours. SAVULAK.

528. Principles of Educational and Vocational Guidance. This course is designed for those interested or engaged in the guidance function in schools, social agencies, veteran rehabilitation programs or similar organizations. It surveys the guidance movement, various programs and techniques. *Credit,* Two semester hours. KLEYLE.

603. Supervision of Instruction. The general problems of supervision from the viewpoint of the teacher, of the principal, and of administrative officials; constructive supervision; supervision and professional growth. *Credit,* Two semester hours. MARTZ.

608. Personnel Problems in Education. A detailed analysis of the problems of teacher training, both pre-service and in-service; certification, selection, qualifications, salary scales; the administrative officer and faculty; allied personnel discussion. *Credit,* Two semester hours. MARTZ.

609. Public School Administration. School organization and administration; school reports and publicity; school population; school survey; administration of personnel. *Credit,* Two semester hours. MARTZ.

610. Public School Management. School plants; school finance; school revenue; administration of business problems; supply and equipment management. *Credit,* Two semester hours. MARTZ.

611, 612. Parochial School Administration. Parochial school organization and administration; school management; administration of personnel; school plant; supply and equipment control; administration of financial and social problems; school reports and survey. This course is limited to teachers in parochial schools, and presents the problems peculiar to parochial schools. *Credit,* Two hours each semester. QUIGLEY.

619, 620. Philosophy of Education. A detailed study of the Christian philosophy of education with extended reference to other philosophies for comparative purposes. *Credit,* Two hours each semester. HOLT.

621. School and Community. A study of the interrelationships of the school and community organizations with an analysis of the contribution one makes to the other. *Credit,* Two semester hours. MARTZ.

633. Advanced Educational Sociology. Advanced study of the sociological agencies affecting or augmenting the learning process on both the elementary and secondary levels. *Credit,* Two semester hours.

651. Education Seminar. Conferences and discussions in the special study of particular fields in education. *Credit,* Two to Four semester hours. PIERCE.

700. Thesis. *Credit,* Six semester hours.

EDUCATION—MUSIC

121, 122 Eurhythmics. Fundamentals of Rhythmic Movement. The study of musical rhythm by means of physical movement. The fundamentals of musical rhythm: pulse, note-values, also the expressive qualities of music, such as tempo, dynamics and phrasing are realized and expressed through body movement. *Credit,* Two hours. MRS. DORSCH.

141, 142. Theory, Sight Singing and Ear Training. A course of instruction in simple theory, sight singing and ear training which is planned to establish the necessary foundation upon which to build a musical education that shall meet the needs and requirements of teachers of Nursery, Kindergarten, and Elementary teachers of Music. *Credit,* Four hours. MRS. HOUGGY.

221, 222. Eurhythmics—Rhythmic Problems. A further study of musical rhythm with particular reference to rhythmic problems such as syncopation, augmentation, and diminution, irregular measures and musical form. Prerequisites: Mus. Ed. 121, 122. *Credit,* Two hours. MRS. DORSCH.

223, 224. Class Piano. A course of instruction in piano designed to meet the needs of teachers of music in the Nursery, Kindergarten, and Elementary grades. This course will begin with the fundamentals of piano technique and build toward the execution of accompaniments and easy instrumental music necessary to the teaching of percussion band and training in rhythms. Class, Two hours. *Credit*, One hour. Prerequisite: Music Ed. 141, 142. MRS. HOUGGY.

321, 322. Eurhythmics—Improvisation for Rhythmic Movement. The application of Dalcroze Eurhythmics to the creative study of the keyboard. This course enables the student to improvise simple melodies at the piano, to harmonize folk-melodies at sight effectively and to accompany rhythmic movement and creative projects as developed in the schools. Prerequisites: Mus. Ed. 121, 122; 221, 222. *Credit*, Two hours. MRS. DORSCH.

325. Rote Songs. A study and analysis of the song materials suitable for use in the Nursery, Kindergarten and Primary grades. This will include a study of the vocal problems encountered, methods of song presentation and demonstration of teaching on the part of the students themselves. Text required: Songs of Childhood. Music Education Series, Book I. Eleanor Smith. *Credit*, Two hours. MRS. HOUGGY.

326. Music and the Child. The course, "Music and the Child" will be set up with the idea of acquainting the student with some of the phases of Music Education which may grow out of the child's interest in and talent for music other than the interest in symbols and their meanings. The study of music is one which should aim at the development of the child from many angles; from the creative sense expressed; through the manipulative skills; the development of the child's ability to appreciate beauty; through the broadening of the child's musical horizon. All of these should engage the interest of the teacher dealing with its presentation and so that the teacher shall be properly oriented, it is our intention to develop these phases through laboratory experiments and so set before the student the same situation as that confronting the child. Class, Two hours. *Credit*, Two hours. MRS. HOUGGY.

343. Methods—Primary and Intermediate. A study of the method by which the child proceeds from the purely imitative stage to a knowledge of staff-notation and independent sight singing. This is done through analysis of materials, methods of presentation, development of techniques to be used in the first six grades. The Observation Method analyzed. A fee of one dollar for use of materials required for analysis. Prerequisites: Mus. Ed. 121, 122; 141, 142; 221, 222. *Credit*, Two hours. MRS. HOUGGY.

344. Methods—High School. The application in the Junior and Senior High School of the teaching techniques developed in the Elementary grades. A consideration of the materials, methods of procedure, techniques and skills suitable to each phase of music activity. A fee of one dollar for use of materials required for analysis. Prerequisites: Mus. Ed. 121, 122; 141, 142; 221, 222; 343. *Credit*, Two hours. MRS. HOUGGY.

463. Methods of Music Appreciation. The development of Music Appreciation in the Elementary Grades through the media of song material, the annotation and improvisation of melodies, recordings, percussion orchestra, program building, etc. Applied to the Secondary Division, this becomes a study of the best correlation of materials and techniques suitable to the psychological age of the child. *Credit*, Two hours. MRS. HOUGGY.

466. Community Music. The analysis and study of the value of music as an active community interest in the rural and urban centers of the United States. The application of this study to local rural and urban centers with a view toward the development of the student as a potential leader in his own particular community. *Credit*, Two hours. MRS. HOUGGY.

497, 498. Practice Teaching. A plan of cooperation with the local Public School system, whereby students are given practical teaching experience under supervision both in the Elementary and Secondary Schools. This experience is supplemented by conferences both general and specific. Practice Teaching fee $25.00. Prerequisites: Mus. Ed. 121, 122; 141, 142; 221, 222; 321, 322; 343, 344. *Credit*, Six hours. MRS HOUGGY.

501. Thesis Seminar. A course in research bibliography, and preparation of materials for writing a thesis. *Credit*, Two hours. GOEHRING.

551, 552. Problems in Public School Music. An examination of the problems involved in the preparation of musical performances, and in the general supervision of the music program, together with the presentation of practical solutions. *Credit*, Four hours. GOEHRING.

553. Public School Instrumental and Vocal Instruction. A resume of the techniques used in instrumental and vocal music in the Public Schools. A study of the methods employed in teaching beginning and advanced groups in chorus, orchestra and band. *Credit*, Two hours. GOEHRING.

555, 556. Advanced Methods in Elementary and High School Instrumentation. This course is designed to give teachers an acquaintance with various types of unbalanced combinations of instruments, and to develop a creative approach toward the solution of problems peculiar to the individual school band and orchestra. *Credit*, Four hours. GOEHRING.

601, 602. Methods and Materials of Public School Music. A course designed to acquaint teachers with the progress made in methods of music instruction, and to furnish a guide to the best selection of materials for vocal and instrumental teaching. *Credit*, Four hours. GOEHRING.

603, 604. Psychology of Public School Music. The treatment of psychological phases of music instruction; methods of awakening and sustaining interest in the study. *Credit*, Four hours. GOEHRING.

700. Thesis. A dissertation on an approved topic in the field of Public School Music. *Credit*, Six hours. GOEHRING.

EDUCATION—PSYCHOLOGY

220. General Psychology. The essential laws and principles of human behavior. Methods of psychology; fundamental native reactions; emotional life; mental life, including imagination, thinking, reasoning, concepts and judgments; sensations; perceptions; adjustment; and personality. This course is the foundation for other courses in psychology. *Credit*, Three semester hours. DWYER, KNIGHT.

310. Educational Psychology. Psychology of learning, instinctive behavior, habit, conditioning, motivation, types of learning, and factors affecting the learning process. Prerequisite: Psych. 220. *Credit*, Three semester hours. SAVULAK.

320. Child Psychology. (330-2) The child's mind, its nature and endowment; characteristics dominant at different ages; development of mental traits and abilities, of moral nature, and of various child activities. Prerequisite: Psych. 220. *Credit,* Three semester hours. BRENNAN.

330. Adolescent Psychology. (320-2) Mental, moral, emotional and social development of the adolescent; various problems of adolescent behavior; the adolescent's interests, environments, hygiene. Prerequisite: Psych. 220. *Credit,* Three semester hours. SAVULAK.

511. Psychology of Speech. Psychological processes basic to speech with emphasis upon developmental changes in speech from infancy to maturity. Prerequisite: Ed. Psych. 310. *Credit,* Three semester hours. SNYDER.

514. Psychology of the Pre-School Child. A detailed study of the child from two to six years. Appreciation of the physical, mental, emotional, and social growth and development. Prerequisite: Ed. Psych. 310. *Credit,* Two semester hours. BETSCHART.

517. Comparative Educational Psychology. (517, 518-4) Comparative analysis and evaluation of the various educational theories, such as realism, positivism, behaviorism, and others. Prerequisite: Ed. Psych. 310. *Credit,* Three semester hours. HOLT.

551. Mental Hygiene. Mental diseases; its psychological cause; proper measures for prevention. Mental health; elements of the wholesome personality; practical steps for development; hygienic adjustment to the conflicts of life. *Credit,* Three semester hours. HOLT.

555, 556. Psychological Testing. An analysis of the standardized aptitude, intelligence, vocational and personality tests now in use, with practical experience in the administration of the individual and group types of tests. Prerequisite: Gen. Ed. 351. *Credit,* Two hours each semester. SNYDER.

561. Psychology of the Atypical Child. (561, 562-4) Symptomotology, analysis and classification of emotional and personality disorders with recommended remedial procedure. Case study; practical work. Prerequisite: Psych. 220. *Credit,* Three semester hours. SNYDER.

563. Diagnostic Testing and Remedial Teaching. A detailed study of the technique of diagnostic testing and remedial teaching. *Credit,* Three semester hours. SNYDER.

623, 624. Clinical Psychology. A scientific treatment of the psychoneurotic, emotionally unbalanced, feeble minded paranoic, and insane, with visitations and observations in institutions provided for the care of such mental cases. *Credit,* Two hours each semester. SNYDER.

625, 626. Psychometric Techniques. A practical study of the development, standardization, and specific instruction in the administration and interpretation of the Stanford Revision of the Binet Intelligence tests. *Credit,* Two hours each semester. SNYDER.

636. The Delinquent Child. Psychological and sociological factors leading to juvenile delinquency are first presented. Then follows a series of case studies augmented by visits to juvenile courts and institutions dedicated to the correction of delinquency. *Credit,* Two semester hours. McGOWAN.

EDUCATION—SPEECH

501, 502. Principles of Speech Correction. Speech defects; function of the speech mechanism; methods of diagnosis and treatment of the more common speech defects. Case work under supervision. Prerequisite: Ed.Psych. 310. *Credit,* Two hours each semester. WINGERTER.

511. Psychology of Speech. (See Educational Psychology courses). *Credit,* Three semester hours. SNYDER.

521. Advanced Speech Problems. (520, 521-4) Advanced speech problems are presented. Each student selects his field of specialization and research under faculty advisement. *Credit,* Three semester hours.

527, 528. Clinical Practice in Speech Correction. An advanced study of the rehabilitation of speech. Students administer diagnostic tests and serve as assistants in the Speech Clinic. *Credit,* Two hours each semester.

555, 556. Psychological Testing. (See Educational Psychology courses). *Credit,* Two hours each semester. SNYDER.

561. Psychology of the Atypical Child. (See Educational Psychology courses). *Credit,* Three semester hours. SNYDER.

563. Diagnostic Testing and Remedial Teaching. (See Educational Psychology courses). *Credit,* Three semester hours. SNYDER.

651, 652. Speech Pathology. A detailed study of complicated speech disorders such as aphasia, cleft palate speech, and spastic speech resulting from pathologies that affect the vocal mechanism. *Credit,* Two hours each semester.

ENGLISH—COMPOSITION AND JOURNALISM

101, 102. English Composition. Major emphasis placed on actual practice in writing. A rapid review of English grammar and rhetoric will be provided. *Credit,* Six hours. DIETRICH, BERRY, KLETZEL, KLINE. Offered annually.

203. Essay Writing. Intensive training in the writing of the magazine essay, formal and familiar, and of the short biography. Practical direction provided on the actual processes of writing, the acquisition of the magazine style, the organization of a manuscript and the choice of market. *Credit,* Two hours. LAURITIS, BERRY. Offered annually.

204. Writing the Short Story. A study in the technique of and practice in, the short story as an art form. Instruction in writing for the "pulp," "quality," and "slick" magazines. *Credit,* Two hours. LAURITIS, BERRY. Offered annually.

313. Playwriting. Building the play from the first idea, through story plot, characterization and dialogue. Prerequisite: English 101, 102, 203, 204. *Credit,* Two hours. LAURITIS. Offered annually.

317. Radio Writing. Training in preparation of scripts for radio drama, dramatic adaptations of literary forms, radio forums, children's programs and "continuity" for musical program and advertising. Prerequisites: English 101, 102; 203, 204; 313. *Credit,* Two hours. LAURITIS. Offered annually.

411. News Writing. Journalism as a vocation, the organization of a newspaper, the nature and style of news; writing the lead, the news story; study of ethics, libel and policy in the news. Prerequisites: English 101, 102; 203, 204. *Credit*, Two hours. DESMOND, LAURITIS. Offered annually.

412. Feature and Editorial Writing. Writing the complex story types, features, human interest, editorials; editing the news and the re-write; preparation of news and news commentary for radio presentation. Prerequisites: English 101, 102; 203, 204; 411. *Credit*, Two hours. LAURITIS, DESMOND. Offered annually.

ENGLISH—PUBLIC SPEAKING

115, 116. Remedial Speech. A course required of all university students with any form of speech defect. A record of progress is kept with recordings. *Credit*, Two hours. WINGERTER.

205. Voice and its Use. Presents the theory of voice production from the scientific standpoint. The student is drilled in all that will make for satisfactory volume, resonance and pitch. *Credit*, Two hours. GALLAGHER. Offered annually.

206. Principles of Public Speaking. Continues the application of vocal theory and more directly integrates it with public speaking. Enunciation, pacing and fundamentals of speech construction are stressed. *Credit*, Two hours. GALLAGHER. Offered 1945-46, 1948-49.

305. Argumentation and Debate. Trains the student in parliamentary procedure and gives him practice in the oral presentation of well-ordered thought. Impromptu speaking and the more spontaneous aspects of public speech are treated in conjunction with the theory of debate. *Credit*, Two hours. LAURITIS, DESMOND. Offered 1946-47, 1949-50.

306. Public Address. Introduces the more formal types of public address and sets forth their various characteristics. Stress is laid on platform manners and audience analysis. *Credit*, Two hours. GALLAGHER, BANEY. Offered 1946-47, 1949-50.

405. Oral Interpretation. A course in advanced reading which emphasizes the technical aspects underlying artistic interpretaton. Selected items, especially those of a dramatic or lyric nature, provide material for practice. *Course*, Two hours. KLETZEL. Offered 1947-48, 1950-51.

406. Radio Speech. Introduces the student to "microphone technique" by means of a consideration of the advantages and limitations of electrical amplification. Practice with the microphone forms a major part of this course. *Credit*, Two hours. GALLAGHER. Offered 1947-48, 1950-51.

ENGLISH—LITERATURE

201, 202. English Literature. A course designed to provide the student with a general knowledge of English literature, to familiarize him with the first writers of prose and poetry, and to place their works against the historical, social and philosophical background of their times. The continuity of the periods is established by a study of Romanticism and Classicism, and of Christian and non-Christian modes of thought. *Credit*, Six hours. BANEY, GALLAGHER, LAURITIS, KLETZEL. Offered anually.

319. Major English Poets. A critical reading and description of the major English poets. A study in the appreciation of poetry. *Credit*, Two hours. GALLAGHER, BANEY. Offered annually.

320. The Development of the Essay. The course presents the development of the Essay as a form of literature. Separate essayists, and successive periods in English and American literature will be considered both for historical importance and for intrinsic literary value. *Credit*, Two hours. LAURITIS, DIETRICH. Offered annually.

364. American Drama. A study of the Theatre in America from the Colonial Drama to the Modern Stage. *Credit*, Two hours. DESMOND, BANEY. Offered annually.

363. The Drama in England. A survey of the drama in England from the liturgical play to the modern theatre. While this course is primarily a survey, attention is given to the elements of dramatic art. *Credit*, Two hours. BANEY, DESMOND. Offered annually.

401. The English Novel. A study of the historical development of the novel and the influences which affected the novel form, together with the reading and analysis of characteristic works. *Credit*, Two hours. BANEY, KLETZEL. Offered annually.

402. American Fiction. The borrowed and native background for American Fiction; Mysticism and the Personal narrative of religious America; the Puritan influence; Hawthorne and Melville; Social influence on American Fiction; Romanticism and the westward movement; Realism. *Credit*, Two hours. DIETRICH, KLETZEL. Offered annually.

403. Readings in Shakespeare. A course designed to familiarize the student with the dramas of Shakespeare. *Credit*, Two hours. BANEY. Offered annually.

407. American Poets. A critical reading in the major American Poets and a study of the national influences on the poems of these authors. *Credit*, Two hours. GALLAGHER, DIETRICH, DESMOND. Offered annually.

501. Neo-Classicism. A study of the historical trends of Augustan Literature. The meaning and source of New-Classicism; the rise of middle-class literature. *Credit*, Two hours. BANEY, KLETZEL. Offered 1945-46, 1948-49.

502. Romantic Poetry. A consideration of the lives and works of the great Romantics: Wordsworth, Coleridge, Byron, Shelly, Keats; and of the minor poets, in relation to the philosophical, social and political milieu of the early 19th century. *Credit*, Two hours. LAURITIS, BERRY, BANEY. Offered 1945-46, 1948-49.

503. Nineteenth Century Prose. A study of the rise of literary reviews of the continuing development of the formal and familiar essay and of the full flowering of the English novel. *Credit*, Two hours. LAURITIS, BERRY. Offered 1945-46, 1948-49.

504. Victorian Poets. Tennyson, Browning, Arnold, the Pre-Raphaelites, Swinburne and Thompson are viewed as representative types of various expressions of the Victorian Compromise. *Credit*, Two hours. LAURITIS, KLETZEL. Offered 1945-46, 1948-49.

505. English Literature Since 1890. An endeavor to place contemporary experimental literature into its historical perspective and to diagnose its trends. *Credit,* Two hours. LAURITIS. Offered 1947-48, 1950-51.

506. Restoration Literature. A study of the literary trends in Restoration England. The works of John Dryden form the basis of the course. *Credit,* Two hours. BANEY. Offered 1945-46, 1948-49.

507. The Pre-Romantics. This course studies the reaction to Neo-Classicism and the advent of Liberalism as exemplified in the writings of the harbingers of the New Romanticism. *Credit,* Two hours. BANEY. Offered 1947-48, 1950-51.

508. American Literature to the Civil War. From early travel literature to Romanticism and the Puritan Renaissance of the early 19th Century. Includes a consideration of the echoes of the Renaissance and Reformation, the shaping of national ideals, and romantic art in an agrarian republic. *Credit,* Two hours. DIETRICH, KLETZEL. Offered 1946-47, 1949-50.

509. American Literature from the Civil War. From American Romanticism to the Age of Multiplicity. Considers realistic art in an urban civilization. Industrialism, regionalism, the naturalistic revolt, cynicism, hedonism and the "new poetry" of the Imagists, with a final word on the Humanists and the survival of classicism. *Credit,* Two hours. DIETRICH, KLETZEL. Offered 1946-47, 1949-50.

601. Old English Literature. A survey of the literature of England from the coming of the Saxons to the Norman Conquest. Though of a literary rather than philological nature, this course gives some attention to the reading of old English. *Credit,* Two hours. GALLAGHER. Offered 1946-47, 1949-50.

602. English Literature from the Conquest to Chaucer. Traces literary and linguistic developments in England from the Conquest to the fusion of Saxon and Norman elements. Reading is done in Early Middle English. *Credit,* Two hours. GALLAGHER. Offered 1945-46, 1948-49.

603. Chaucer and the Later Middle Ages. Studies the field of later Middle English literature. Emphasis is placed on outstanding works and figures of the period, and on significant developments in the writings of the 15th Century. *Credit,* Two hours. GALLAGHER. Offered 1947-48, 1950-51.

605. Studies in Shakespeare. Shakespeare, the man, the dramatist, the poet. A discussion of the plays from the following viewpoints: philosophical, social, historical and literary content; dates; dramatic devices; poetic progress; sources. Reading and interpretation of the major dramas. *Credit,* Two hours. BANEY. Offered 1945-46, 1948-49.

606. Seventeenth Century Literature. This course considers poetic and prose works from Donne to Butler. An analysis of the various influences at work in the seventeenth century is supplemented by wide collateral reading. *Credit,* Two hours. DIETRICH, BERRY. Offered 1947-48, 1950-51.

607. Elizabethan Non-Dramatic Literature. Classical and contemporary foreign influences of the Renaissance. Developments in the sonnet sequence, pastoral, historical poem and the prose of the Elizabethan Age. *Credit,* Two hours. BANEY, DESMOND. Offered 1946-47, 1949-50.

608. Elizabethan Drama. A presentation of the rise, development, and decline of Elizabethan drama from its beginnings in the liturgy of the Church to its sudden end with the closing of the theatres in 1642. The main emphasis is on the best and most significant plays of the period. *Credit*, Two hours. BANEY. Offered 1946-47, 1949-50.

611. Literary Criticism. Analyzes critical documents of major importance from Aristotle to the present. Aims at enabling the student to formulate for himself a solid critical system. *Credit*, Two hours. DESMOND, GALLAGHER. Offered 1947-48, 1950-51.

651. Pro-Seminar. An introduction to the methods and materials of research. Enables the graduate student to pursue original research projects satisfactorily and to present the results of his work in fully documented fashion. *Credit*, Two hours. Offered annually. GALLAGHER.

FINANCE

311, 312. Principles of Money and Banking. A study of the development and theory of money, credit and banking. This course deals with monetary standards, a history of currency, principles of note issue, an introductory study of the money markets, gold movements, foreign exchange, the structure and operation of commercial banks and contemporary business credit practices. It also treats of central banking, the Federal Reserve system, transfer and collection of credit items, Federal fiscal policies, banking supervision and regulation, and the control of credit. *Credit*, Two hours each semester. Required of Juniors in the School of Business Administration. MORRIS, WRIGHT.

313, 314. Corporation Finance. An examination of the principles and policies of corporate financial practice. The phases of promotion and organization; financial plans; types of securities and their limitations; underwriting, syndicating and selling of securities; credit, dividend, investment and maintenance policies; budgets; expansion, combination and holding companies; investment trusts; failure, insolvency and reconstruction are studied. Particular attention is paid to recent trends and the problems of social control. Problems dealing with each topic are used to supplement the discussion. Prerequisite: Acct. 201, 202. *Credit*, Two hours each semester. MORRIS, EBBERTS.

e415, 416. Credit Management. This course deals with the organization and operation of the credit and collection departments of manufacturing, service and mercantile establishments. It includes a study of terms of sale; sources of credit information; analysis of risks; methods of protecting receivables, internal administration and policies; legal and/or practical debtor-creditor positions; and cooperative practices. Prerequisite: Fin. 311, 312. *Credit*, Two hours each semester. HILLMAN.

e503, 504. Problems in Credit Management. This course deals with the problems in the operation of the Credit and Collection Departments of manufacturing, service and mercantile establishments. It includes the practical application of the fundamentals of business law, credit interpretation of financial statements, ratio analysis of both balance sheet and operating statements with purification for credit purposes; a study of insurance and bonding proceedings in the sale of merchandise, a study of interpretation of economic forecasts and administrative problems of the credit man. Prerequisite: Fin. e415, 416, and permission of the instructor. *Credit*, Two hours each semester. EITEL.

HISTORY

101, 102. History of Civilization. A general survey of World History emphasizing the development of the main elements in the make-up of Western Civilization. *Credit,* Six hours. FEDERICI.

103, 104. History of American Democracy. A political history of the United States describing the steps in the formation of our democracy during the Colonial Period through the formation of the Constitution and its practical development to the New Deal. *Credit,* Four hours. Staff.

105, 106. Medieval History. A survey of the 1000 years, 500–1500. Emergence of Feudalism—its operation; Empire and the Papacy, and factors preceding Modern Times. *Credit,* Six hours. FEDERICI.

201, 202. European History 1500–1815. Reformation to the Congress of Vienna. Foundation of National Monarchies. Rise of Absolutism and its decline. *Credit,* Six hours. SCHLICHT.

205. Greek History. The Classical Heritage of Greece portraying its intellectual and political contributions as the link between the ancient world of the East and the new world of the West. *Credit,* Four hours. SULLIVAN.

206. Roman History. A survey of political and social history of Rome. The Monarchy, the Republic and the Early Empires. *Credit,* Six hours. SULLIVAN.

301, 302. European History; 1815 to Present Time. Growth of Capitalism and international rivalries with political and social repercussions. *Credit,* Six hours. SCHLICHT.

303. Near Eastern History. Eastern Roman Empire; Mohammedanism; Turkish Empire. *Credit,* Four hours.

304. Far Eastern History. Background of Chinese and Japanese differences with the Western World. *Credit,* Four hours.

311, 312. History of the Arts. A study of the parallel development of poetry, painting, sculpture, architecture and music in the history of ancient and modern nations. *Credit,* Four hours. LAURITIS.

401, 402. Social and Economic History of the United States. Exclusive investigation of the social and economic factors in the development of our country from Colonial Times to the Present. *Credit,* Six hours. SCHLICHT.

403, 404. Latin American History. Colonial development of South America. Successful revolt and subsequent development of each republic. *Credit,* Four hours. FEDERICI.

405, 406. Current History. An analysis of present day problems and developments as they occur. *Credit,* Four hours. FEDERICI.

412. History of Pennsylvania. A comprehensive course in Pennsylvania history, with special attention to the economic resources of the commonwealth. *Credit,* Two hours. BARR.

507. Science and Methods of History. Nature of History. Short history of history writing. Description of source material and its use. *Credit,* Two hours. FEDERICI. Offered 1945-46.

511. Social and Economic Structure of the Middle Ages. Investigation of the social and economic aspects of Feudalism. *Credit*, Two hours. FEDERICI. Offered 1946-47.

525. The Thirteenth Century. Intellectual, Political and Cultural developments of this century. *Credit*, Two hours. FEDERICI. Offered Summer Session, 1945.

527. Renaissance and Reformation. Intellectual transition preparatory to the religious upheaval of the sixteenth century. *Credit*, Two hours. Offered 1945-46.

531. Latin American Foreign Relations. Infiltration of foreign influences into South America. *Credit*, Two hours. Offered Summer Session, 1946.

544. Rise of Nationalism. Break-up of the Middle Ages. Formation of National States. *Credit*, Two hours. FEDERICI. Offered 1945-46.

545. Development of Internationalism. Following 1870—growth of International Alliances and rivalries with attempts at international cooperation for peace following the two World Wars. *Credit*, Two hours. Offered 1946-47.

591. European Colonial Expansion. Beginning with Portuguese and Spanish explorations to the demands of the present powers for colonial equality. *Credit*, Two hours. Offered Summer Session, 1946.

611. The Crusades. The political and economic aspects of these religious wars and their effect upon both East and West. *Credit*, Two hours. Offered 1945-46.

621. The British Revolutions. Rise of Constitutional Governments; the Social and Industrial Revolutions. *Credit*, Two hours. Offered 1946-47.

625. The French Revolution and Napoleon. The abuses of the Old Regime leading to the violent outburst of anarchy—the cause of the Revolution and the rise of Napoleon. *Credit*, Two hours. Offered 1946-47.

629. American Constitutional History. Development of the Constitution and reasons for the amendments. *Credit*, Two hours. Offered Summer Session, 1945.

639. Civil War and Reconstruction. The War between the States. States Rights, Tariff and Slavery as causes of the war, and the effects upon the nation. *Credit*, Two hours. Offered 1945-46.

MANAGEMENT

101, 102. Modern Industry. This course provides a background and introduction to the study of principles of economics. Factually descriptive rather than theoretical, it deals with the industrial aspects of modern business. It is primarily concerned with the making of goods, rather than of profits. Technological developments are stressed. The world of industry is considered as a vast going concern. The problems of this concern are approached from the functional standpoint. Required of Freshmen in Business Administration. *Credit*, Three hours each semester. TCHIRKOW.

115, 116. Business Mathematics. This course familarizes the student with the background of, and reasons for, the different types of mathematical procedure in use in business, together with a study of the actual processes, particularily in Accounting, Finance, and Statistics. Topics include: calculation and use of percentages, kinds of interest, such as simple, compound, and discount, types and significances of averages, analytical ratios, annuities, elementary tabular and graphic methods, etc. Required of Freshmen in Business Administration. *Credit,* Two hours each semester. HILBORN.

303, 304. Business Organization and Management. This course deals with the fundamental principles of organization and management and their application in business enterprise. Lectures, cases, and problems are correlated to bring out clearly the functions of the several departments and their respective positions in a well-arranged business. Throughout, emphasis is placed upon recent trends in management. The problems of adapting business to changing physical, social, and economic environment are developed by showing the functions of planning, organizing, and controlling. *Credit,* Two hours each semester. HILBORN.

351, 352. Business Statistics. This course presents the elementary principles and methods of statistics as applied in making practical analysis of business problems. The case method of instruction predominates in the presentation of such topics as collection and tabulation of data, graphic presentation, analysis of time series, uses of index numbers, principles of sampling, correlation, etc. Required of Juniors in Business Administration. *Credit,* Two hours each semester. HILBORN.

405, 406. Personnel Management. This course provides and evaluates current practices in personnel administration, founded upon an understanding of the historical development of the problems and a sound study and discussion of current factors which confront the personnel manager in modern enterprises. Special emphasis is placed upon employer-employee relationships as affected by political and sociological developments since 1920. Prerequisite: Mgt. 303, 304. *Credit,* Two hours each semester. WRIGHT.

e409, 410. Office Management. An application of the principles of organization and management to office problems, functional organization, including the development of stenographic, clerical, filing, ordering, mailing, purchasing, advertising, and other departments; office planning and layout; materials, equipment, and appliances; selection, training, and promotion of personnel; standardization of procedure and routine work. Prerequisite: Mgt. 303, 304. *Credit,* Two hours each semester. WRIGHT.

e411, 412. Principles of Industrial Engineering. This course is based upon the premise that industrial engineering is essentially a cost reduction program, and special attention is given to the tools of accounting and engineering that lead to this end. In order to give the student the proper background, a preliminary study is made of the evolution of mass production and the development of standards. This is followed by a study of the application of present-day methods to the problem of cost reduction. The following general topics will be treated: development of mass production; development of standards; wage incentives; time and motion study; work simplification; personnel relations; material control; material standards; waste recovery; plant layout; process development; material handling; yield improvement; machine development; quality improvement; sales service; problems in initiating and operating cost reduction work. Prerequisite: Mgt. 303, 304 and Acct. 303, 304. *Credit,* Two hours each semester. BOORD.

451, 452. Business Policy. This course is designed to clarify and organize the student's understanding of executive responsibility in business decisions, and to investigate intensively current technological, political, and social developments that affect policy formation. Coordination between specialized fields of Business Administration is expounded as a basic principle of systematic management. Prerequisite: Mgt. 303, 304. Required of Seniors in Business Administration. *Credit,* Two hours each semester. WRIGHT.

507, 508. Advanced Business Statistics. A seminar course, in which the student develops and presents for general discussion timely and practical studies, requiring understanding and employment of relatively advanced statistical procedures. The student is responsible for all phases of the study, from its definition to preparation of final reports for publication. These studies ordinarily require research into particular fields of business activity and supervision of field and clerical personnnel. Prerequisite: Mgt. 351, 352. *Credit,* Two hours each semester. HILBORN.

MATHEMATICS

101. Advanced Algebra. Quadratics, progressions, inequalities, logarithms, binomial theorem, ratio, proportion, variation, convergence of series. Partial fractions, determinants. Permutations and combinations. Theory of Equations. *Credit,* Three hours. SCHUBERT.

102. Plane and Sperical Trigonometry. The definitions; their geometric basis; their relations. Solutions of right triangles; addition and subtraction of formulas. Extension of definitions. Trigonometric equations. Inverse functions. Solution of oblique triangles. *Credit,* Three hours. SCHUBERT.

103. Algebra and Trigonometry. Designed for science majors, this intensified course combines the material of Mathematics 101 with an introduction to trigonometry. *Credit,* Three hours. CROWE.

104. Trigonometry and Analytic Geometry. A continuation of Mathematics 103. Completes the study of plane and spherical trigonometry and enters the field of geometry to study conic sections, systems of coordinates, general equation of the second degree and the point, line and plane in space in a manner which will give the student adequate preparation for the study of the calculus. Prerequisite: Mathematics 103. *Credit,* Three hours. CROWE.

201, 202. Calculus. The elements of both differential and integral calculus are included with applications to geometry, mechanics, and other sciences. Prerequisite: Mathematics 103, 104. *Credit,* Six hours. CROWE.

301, 302. Differential Equations. A study of the more common types of ordinary and partial differential equations, with applications to geometry and the physical sciences. Prerequisite: Mathematics 201, 202. *Credit,* Six hours.

303, 304. Mechanics. The methods of analytic geometry and the calculus are applied to the study of forces, potentials, planetary motions, etc. Prerequisite: Mathematics 201, 202; Physics 201, 202. *Credit,* Four hours. CROWE.

401, 402. Theory of Functions. A study of functions of real and complex variables, serving as an introduction to mathematical analysis. Prerequisite: Mathematics 301, 302. *Credit,* Six hours.

403, 404. History of Mathematics. The development of the science from ancient to modern times is surveyed. *Credit,* Four hours.

MODERN LANGUAGES

FRENCH

101, 102. Elementary French. Pronunciation, reading, dictation, grammar, exercises and translation. *Credit*, Six hours.

201, 202. Intermediate French. An intensified continuation of the work of French 101, 102. Greater stress is placed on grammar, composition and translation. *Credit*, Six hours.

301. Advanced Conversational French. Open to students whose knowledge of grammar is adequate and whose vocabulary is sufficiently developed. *Credit*, Three hours. O'DONNELL.

302. Studies in French Literature. Continuation of French 301. Subjects for discussion are of a literary nature. Written reviews of selected works of French literature. Oral reports made by the student to the class which, in turn, questions the reporter. Given in French. Prerequisite: French 301 or its equivalent. *Credit*, Three hours. O'DONNELL.

401. Moliere. Lectures and discussions on the life and works of the author. Given in French. *Credit*, Three hours. O'DONNELL.

402. Victor Hugo. A consideration of French romanticism in general and of Hugo's relation to it. Given in French. *Credit*, Three hours.

407. Literary Tendencies of the 18th Century. A study of the reaction against the period of Louis XIV. The decadence of authority and the rise of the new scientific outlook. The social philosophies of Voltaire and Rousseau and the influence of the encyclopedists are considered. Given in French. *Credit*, Three hours. O'DONNELL.

408. Naturalism and Symbolism in the 19th Century. The realistic and naturalistic writers are studied in their relation to the contemporary background and in their reaction against the old romanticism. The emergence of Symbolism in the late 19th Century is also considered. *Credit*, Three hours. O'DONNELL.

GERMAN

101, 102. Elementary German. Elementary phonetics as a guide to pronunciation. Grammar. Exercises and translation of simple prose. *Credit*, Six hours.

201, 202. Intermediate German. Review of German grammar with supplementary translation, both written and oral. Reading of modern German prose. *Credit*, Six hours. BERRY.

301, 302. Advanced German Conversation. Intensive reading and oral discussion of modern German prose works. Written and oral composition. *Credit*, Six hours. BERRY.

401, 402. Survey of German Literature. Lectures and selected readings are used to analyze and interpret forms and movements in German literature from the Middle Ages to the present. *Credit*, Six hours. BERRY.

405, 406. Goethe. A general study of the author's life and works with a special analysis of *Faust* as illustrative of contemporary developments in German literature. *Credit*, Six hours.

ITALIAN

101, 102. Elementary Italian. Pronunciation, reading, dictation, grammar, exercises, Beginners' Reader of short stories and poems. The main purpose of this course is to enable students to understand written and spoken Italian. *Credit*, Six hours.

201, 202. Intermediate Italian. Grammar, composition, readings from modern Italian literature. *Credit*, Six hours.

301, 302. Advanced Italian Conversation. Discussion of subjects illustrative of Italian culture. Readings and prepared reports. *Credit*, Six hours.

401. Italian Renaissance Literature. Extensive readings in the works of Cinque Cento authors in the various fields of the romance, the drama, the lyric and the critical tract. *Credit*, Three hours.

402. Italian Literature of the Nineteenth Century. Discusses the revival of Italian literary excellence in the late 18th Century and through the 19th Century. Emphasis is placed on significant figures from Goldoni to Carducci. *Credit*, Three hours.

409, 410. Dante. A detailed study of the *Divina Comedia* which analyzes the literary and philosophical aspects of the work. Lectures are supplemented by readings and written reports. *Credit*, Six hours.

SPANISH

101, 102. Elementary Spanish. Pronunciation, reading, dictation, grammar exercises, translation—Pequena Encyclopedia. *Credit*, Six hours. J. CORRIOLS.

201. 202. Intermediate Spanish. Grammar continued. Translation, written and oral, easy composition, irregular verbs systematically studied; practice in understanding the spoken language. Exercises. *Credit*, Six hours. J. CORRIOLS.

301, 302. Advanced Spanish Conversation. Systematic and intensive drill in Spanish oral practice. Readings and subjects for discussion are assigned. *Credit*, Six hours. M. CORRIOLS.

401, 402. History of Spanish Literature. Given in Spanish. A general survey of Spanish literature from the Spanish-Latin period to modern times. Lectures. *Credit*, Six hours. M. CORRIOLS.

407. Spanish Classics. *Poema del Cid*, *Infantes de Lara*, *La Celestina*; *la novela picaresca*; Lope de Vega, *Fuente Ovejuna*; Calderon, *La Vida es Sueno*; Tirso de Molina, *El Burlador de Sevilla*. *Credit*, Three hours. M. CORRIOLS.

408. Don Quixote. Reading of *Don Quixote* from both English and Spanish texts, supplemented by lectures and written reports. *Credit*, Three hours. M. CORRIOLS.

MUSIC

101, 102; 201, 202; 301, 302; 401, 402. Major Instrument. The study of voice, piano, organ, string or wind instruments, throughout all semesters. Private instruction of one hour per week is afforded each student. Daily practice of at least one hour is required. Students are examined on entrance, to determine proficiency. After completing 102, all students are required to perform once each semester before a jury of the faculty. *Credit*, Two hours per semester. STAFF.

111, 112; 211, 212. Complementary Instrument. All students must choose a secondary instrument upon entrance. Those who do not elect piano as a major, must study it as their complementary instrument. One-half hour of private instruction is given in all secondary instruments for four semesters. Students may continue this study in the Junior and Senior years, by taking 311, 312; 411, 412. No academic credit is allowed for complementary instrument. STAFF.

121, 122; 221, 222; 321, 322. Eurhythmics. (See description under Music Education). Required of all students for six semesters. *Credit,* Six hours. DORSCH.

123, 124. Principles of Gregorian Chant. Gregorian Notation, tonality, rhythm, accentuation, and expression. Complete Method of Gregorian Chant; Sunol, O.S.B. *Credit,* Two hours. REILLY.

141, 142. Sight Singing, Ear Training, Dictation. Development of the auditive faculties; application of sol-fa syllables as an aid in developing accuracy and fluency in sight-reading; notation of melodies and rhythm. *Credit,* Four hours. STOCKMANN.

143, 144; 243, 244; 343, 344; 443, 444. Ensemble. All students are required to participate in the chorus each semester. (Vocal Ensemble). In addition, all students of instruments other than piano are required to attend rehearsals of the school orchestra. When adequate proficiency is attained, these students are incorporated in the orchestra. (Instrumental Ensemble). Piano students are given ensemble experience by assignments to accompany other instrumentalists, and by performance with smaller ensemble groups. *Credit,* One hour each semester. STAFF.

151, 152. History and Appreciation of Music. Survey of the development of music, from earliest times to Beethoven. Illustrated lectures by means of recordings. *Credit,* Four hours. MacDONALD.

223, 224. Principles of Gregorian Chant. Gregorian Hymns, their nature, place and execution. Simple and ornate melodies. Movement, Common tones—liturgical recitatives. Melismatic chants. Notes on Gregorian Paleography. Text: Liber Usualis. Complete Method of Gregorian Chant: Sunol, O.S.B. Prerequisite: Music 123, 124. *Credit,* Two hours. REILLY.

231, 232. Harmony. This course attempts to acquaint the student with the material used in musical composition. Study of the underlying rudiments of music. Formation of scales, intervals, triads, chords. Inversions of the chords, seventh chords. *Credit,* Four hours. DEL BIANCO.

241, 242. Sight Singing, Ear Training, Dictation. Continuation of Music 141, 142. *Credit,* Four hours. STOCKMANN.

251, 252. History and Appreciation of Music. Continuation of Music 151, 152; music from time of Beethoven to the present day. Illustrated lectures by means of recordings. Prerequisite: Music 151, 152. *Credit,* Four hours. MacDONALD.

311, 312. Complementary Instrument. Continuation of the study of a second instrument. No credit. STAFF.

331, 332. Advanced Harmony. Inversion of the seventh chords. Altered chords. Suspensions. Modulations. Simple ornamental devices. Assigned melodies and basses. The study of the use at the piano of figured basses; accompanying melodies; creating short musical phrases. *Credit,* Four hours. DEL BIANCO.

347, 348. Liturgy for Church Organists. A survey of the general ceremonies in the "Missa Cantata" and the "Missa Solemnis." Comprising also a general knowledge of the ecclesiastical year and such other ceremonies as Vespers and Benediction, ceremonies of Holy Week. *Credit*, Two hours.

355, 356. Orchestration. Endeavors to develop skill in orchestral instrumentation, which is the art of arranging music for the orchestra. This implies an intimate knowledge of the range, quality and varied capabilities of all orchestral instruments and is developed by the study of representative scores of the Masters. *Credit*, Two hours. DEL BIANCO.

361, 362. Voice Class. The student in these classes is looked upon as a future teacher in the public schools. Theories and methods of teaching. Care of the vocal organ. Value of the vowel in tone production. The naturalness and simplicity of correct singing is impressed upon all students. *Credit*, Two hours. MILLER.

367, 368. Accompaniment of Plain Chant. Transposition (at the organ), improvisation of short interludes in diatonic style, notes on Gregorian paleography and on Church liturgy. *Credit*, Four hours.

381, 382. Instrumental Class. In addition to his major instrument, each student as a member of a small group studies the various instruments of the orchestra to acquire technique in their use, as well as to handle the problems of instrumental teaching and supervision. The first semester (381) is devoted to the study of the wind instruments, and the second (382) to the strings. *Credit*, Two hours. SLADEK, ROCERETO.

411, 412. Complementary Instrument. Continuation of the study of a second instrument. No credit. STAFF.

431, 432. Counterpoint. The examination of the active scale steps, simple melody, writing, the joining of two voices. Two-part motive development. Three-part motive development, canon, and fugue. This course provides the student with the opportunity to practice writing in the more elemental forms of musical composition. *Credit*, Four hours. DEL BIANCO.

435, 436. Original Composition. For conservatory students electing composition major. Original work in instrumental and vocal forms, solo and accompaniment is stressed. *Credit*, Eight hours. DEL BIANCO.

461, 462. Voice Class. Continuation of 361, 362. *Credit*, Two hours. MILLER.

463, 464. Liturgical Music (Polyphonic and Modern). Gregorian accompaniment. Diatonic harmony. Transposition (at the organ); improvisation of short interludes in diatonic style. *Credit*, Four hours.

471, 472. Organ Improvisation. Advanced work for those students majoring in Liturgical Music. *Credit*, Four hours.

477, 478. Conducting and Technique of Instrument. Presents the elements of conducting technique and reading of scores in relation to the materials and problems of orchestra and chorus, supplemented by practical experience in conducting the orchestra and chorus. DEL BIANCO, MILLER.

481, 482. Instrumental Class. Continuation of 381, 382, with the same division of study according to semesters. *Credit*, Two hours. SLADEK, ROCERETO.

489, 490. Public Performance. Senior Recital required of those students who select performing as a major rather than teaching. *Credit,* Three hours. All students are given the opportunity of performing in student recitals.

631. Musical Form I. The study of rhythm, motive, phrase, sentence and period. Regular and irregular construction of the sentence. Sub-division of the phrase. Consideration of the divisible and non-divisible phrase, the fore-phrase and the after-phrase. Sub-division of the sentence. Modulation and key relationship. The means of modulations. *Credit,* Four hours. DEL BIANCO.

632. Musical Form II. Diatony, Chromaticism, Enharmony. Construction of the musical sentence with regular and irregular rhythm. Inversion, augmentation, diminution, contraction, expansion, alteration of intervals, contrasted motive. Repetition and prolongation. Interpolation and Elision. *Credit,* Four hours. DEL BIANCO.

633. Musical Form III. Chorale, Canzone, Motet, Madrigal, Passacaglia, Saraband, Overture, Minuet, Gavotte, Rondo. French, Italian and English Suites. Inventions, Toccata and Fantasies. *Credit,* Four hours. DEL BIANCO.

634. Musical Form IV. Binary and Ternary forms. Concerto Grosso, Sonata. Philip E. Bach, Scarlati, Tartini, Clementi, Mozart, Beethoven. The quartet, the symphony and the symphonic poem. *Credit,* Four hours. DEL BIANCO.

635. Double Counterpoint. *Credit,* Four hours. DEL BIANCO.

636. Fugue. *Credit,* Four hours. DEL BIANCO.

640. Original Composition. This work satisfies the thesis requirement for the master's degree. *Credit,* Six hours. DEL BIANCO.

SCHOOL OF NURSING

Courses Offered in the School of Nursing

103, 104. Anatomy. The study of the structure and significance of the various organs and systems of the human body. Laboratory work includes the dissection of laboratory animals, the study of tissue slides, the human skeleton and demonstration-dissection of various organs. *Credit,* Six hours. MISS FEEHAN.

209. History of Nursing. A survey of the history of nursing, from early mediaeval, to modern times. *Credit,* Two hours. MISS DOHERTY.

401. Trends in Nursing. This general survey deals with the recent developments of all branches of the profession of nursing. As each field is presented and evaluated, the opportunities within the field will be emphasized. This course will be conducted by discussion and lectures. *Credit,* Three hours. LORENTZ.

409. Health Education. A study of the principles underlying personal health. Through individual projects an appreciation of community health is developed. The responsibility for health programs in schools of nursing in relation to both student and patient is given definite attention. *Credit,* Two hours. MISS LORENTZ.

411. Management of the Clinical Unit. This course will present the principles of efficient management and democratic administration of the clinical unit in the hospital. It will include a discussion of ordering and using equipment and supplies, work schedules, uses and methods of compiling time studies, methods of determining the adequacy of nursing care and other problems of ward management. Opportunity will be given to any student who desires to work on a specific research problem in relation to ward management. This carries an extra credit hour. *Credit*, Two or Three hours. MISS LORENTZ.

413. Teaching of Nursing Arts. This course deals with the philosophies, underlying principles and teaching methods involved in Teaching of the Nursing Arts. Consideration will be given to scientific analysis in relation to nursing procedures. *Credit*, Three hours. MISS JOHNSON.

421. Teaching in the Clinical Unit. For students engaged in or preparing for clinical teaching in Schools of Nursing. It includes a study of the principles and an analysis of the component tools used in the education of the student in the clinical field. Students are required to analyze and construct integrated programs of teaching. *Credit*, Three hours. MISS LORENTZ.

422. Field Experience in Supervision. This experience will be obtained in local Schools of Nursing arranged under the direction of the university. For prerequisites student is directed to consult the particular course in which she is enrolled. *Credit*, Three hours. MISSES LORENTZ, FEEHAN.

428. Practice Teaching. This experience will be obtained in local schools of nursing arranged under the direction of the university. For prerequisites the student is directed to consult the particular course in which she is enrolled. MISSES LORENTZ, FEEHAN.

429. Child Care and Training. This course deals with the physical, mental, emotional and social development of children. *Credit*, Two hours. MISS ADAMS.

431. Nutrition. A study of the role of nutrition in attaining and maintaining good health throughout life. Consideration is given to the application of nutrition principles in family health teaching, and to the planning of food budgets to meet nutritional needs for various income groups. *Credit*, Two hours. MISS LEATHAM.

433. Principles of Communicable Disease Control. A study of the cause, source, mode of transmission, clinical course, prevalence, and methods of recognition and control of the communicable diseases, including tuberculosis and the venereal diseases. Preventive measures for individual as well as community protection are emphasized. *Credit*, Two hours. DR. HADLEY.

435. Public Health Nursing I. A course dealing with the history and development of public health nursing and the principles of organization and administration in public health nursing in official and non-official public health nursing agencies. *Credit*, Two hours. MISS ADAMS.

436. Public Health Nursing II. This course includes the development of the science of public health, public health organization and administration, and the functions and relationships of federal, state, and local public health agencies. *Credit*, Two hours. MISS ADAMS.

437. Public Health Nursing III. This course deals with maternal and infant health programs in public health nursing. *Credit*, Two hours. MISS ADAMS.

438. Public Health Nursing IV. This course deals with the school health program in public health nursing. *Credit*, Two hours. MISS ADAMS.

440. Field of Professional Social Work as Related to Public Health Nursing. A study of how the social worker and the public health nurse can work together for more effective service to the individual with a brief survey of the field and function of public and private social work in our society. MRS. PINE.

442. Teaching in Public Health Nursing. A course designed to give an understanding of the fundamental principles of teaching and their application by the public health nurse in teaching individuals and groups in the various phases of the generalized public health nursing program. *Credit*, Two hours. MISS ADAMS.

443, 444. Field Experience. Practical experience under supervision in an approved generalized public health nursing agency. Length of experience, and type of experience will be adjusted to the needs of the individual student. *Credit*, Six to Twelve hours. MISS ADAMS.

445. Supervision in Public Health Nursing. This course deals with the objectives, principles, and methods of supervision in the various types of public health nursing services in urban and rural areas. *Credit*, Two hours. MISS ADAMS.

501, 502. Hospital Administration. First semester—General principles of hospital organization and administration. Second semester—Departmental organization and administration. *Credit*, *Class*, Two hours. *Conference*, One hour. MISS DOHERTY.

503. Curriculum Construction in Nursing Education. The plan in this course will be to consider the underlying principles involved in curriculum construction. In the main the work will be along the line of group activity, but opportunity will be given to students to work on individual problems. *Credit*, Four hours. MISS JOHNSON.

PHARMACY

116. Pharmaceutical Latin. An elementary course dealing with the Latin used in prescriptions and in chemical, botanical and pharmaceutical nomenclature. No previous knowledge of Latin is assumed. *Credit*, Two hours. MULDOON.

118. History of Pharmacy. A brief survey of the history of pharmacy with especial reference to the development of pharmacy in America. The literature of pharmacy. *Credit*, One hour. BECKER.

201. Theory of Pharmacy. An introduction to the study of pharmacy; legal standards; operations of a physico-chemical nature used in pharmacy. Pharmaceutical calculations. Class, Three hours; Laboratory, Three hours. *Credit*, Four hours. Sr. M. FIDELIA.

202. Galenical Pharmacy. A course dealing with the simpler galenical preparations of the United States Pharmacopoeia and the National Formulary. Preparations of each type are studied individually. Class, Two hours; Laboratory, Six hours. Prerequisite: Pharmacy 201. *Credit*, Four hours. Sr. M. FIDELIA.

305. Operative Pharmacy. The study and manufacture of more complex and difficult preparations, such as pills, troches, cachets, extracts, etc. Class, Two hours; Laboratory, Four hours. Prerequisite: Pharmacy 202. *Credit*, Three hours. Sr. M. FIDELIA.

319. Pharmaceutical Ethics. General moral principles as they affect pharmaceutical practice. *Credit*, One hour. MULDOON.

322. Prescription Practice. An introductory course in compounding and dispensing; reading and interpreting the prescription; checking, filing and pricing. Class, Two hours. Laboratory, Six hours. Prerequisite: Pharmacy 305. *Credit*, Three hours. BECKER.

427, 428. Dispensing. A study of more difficult prescriptions. Incompatibilities. Homeopathic pharmacy. Actual dispensing practice is given in the pharmacy of a large hospital. Class, Two hours. Laboratory, Six hours. Prerequisite: Pharmacy 322. *Credit*, Eight hours. BECKER, Sr. MARY CLEMENTINE.

431. United States Pharmacopoeia. A critical study of the chemicals and preparations of the latest edition of the United States Pharmacopoeia. Prerequisites: Pharmacy 305, 322. *Credit*, Three hours. Sr. M. FIDELIA.

432. National Formulary and N.N.R. The materials and preparations of the current edition of the National Formulary. *New and Non-official Remedies* is studied. Prerequisite: Pharmacy 431. *Credit*, Three hours. Sr. M. FIDELIA.

501, 502. Research Problems. (Semester hours of credit to be arranged). The study of special problems, especially those connected with U.S.P. and N.F. revision. BECKER, MULDOON.

511. Clinical Methods. (Semester hours of credit to be arranged). A study of various clinical tests, such as blood typing, kidney function tests, sugar tolerance tests, etc. BECKER.

608. Seminar. (Semester hours of credit to be arranged). Open to graduate students in pharmacy, on consultation. STAFF.

615. Advanced Pharmacy. Special topics, such as stabilization of drugs and preparations, drug extraction, etc. *Credit*, Three hours. BECKER.

COMMERCIAL PHARMACY

301. Law. The fundamental principles of business law. Consideration is given to the laws directly affecting the pharmacist in the practice of his profession. *Credit*, Three hours. DAVIS.

304. Business Practice. An elementary course in accounting adapted to the special needs of the pharmacist. *Credit*, Three hours. GORHAM.

407, 408. Pharmaceutical Economics. A practical course in drug store operation; buying, selling, advertising, and store management. Show card lettering, window decoration, and merchandise display receive consideration. Class, Two hours. Laboratory, Three hours. *Credit*, Six hours. MULDOON, GRIMES, GETZ, SCHMITZER.

MATERIA MEDICA

302. Pharmacology. The pharmacology, use, posology and toxicology of medicinal substances. The action of drugs on animal tissues. Class, Three hours. Laboratory, Three hours. Prerequisites: Biology 302, Chemistry 102, 202. *Credit,* Four hours. BECKER.

405, 406. Pharmacognosy. The source, habitat, part or product used, constituents, assay, action, dose, and identification of important drugs of plant and animal origin. Prerequisites: Materia Medica 302, Chemistry 102, 202. *Credit,* Eight hours. BECKER.

600. Special Problems. (Semester hours of credit to be arranged). Graduate students undertake original investigations in pharmacognosy. Not offered in 1945.

601. Microscopic Pharmacognosy. (Semester hours of credit to be arranged). The structure and microchemical reactions of plant drugs and certain foods. Class, One hour. Laboratory, Four to Six hours. Prerequisites: Biology 101, Chemistry 202.

603. Seminar. (Semester hours of credit to be arranged). Open to graduate students in pharmacy, on consultation. STAFF.

606. Immunology. (Semester hours of credit to be arranged). A study of antigen antibody reactions. Vaccines and serums are studied in connection with diagnosis and immunity. Prerequisites: Biology 301; Materia Medica 302. Not offered in 1945.

607, 608. Biological Testing. (Semester hours of credit to be arranged). A study of the techniques employed in the physiologic testing and biological assay of drugs and chemicals. Prerequisites: Biology 302, Materia Medica 302. Not offered in 1945.

PHILOSOPHY

101, 102. Ethics. Required of all first year students throughout the university. The course proposes a consideration of the nature and principles of morality as determined by the norm of right reason. *Credit,* Four hours.

201, 202. Logic. Required of all second year students throughout the university. A fundamental course in dialectics, excluding epistemology. *Credit,* Four hours.

301. Epistemology. The nature of truth; examination of the motives of certitude; the validity of sense perceptions. *Credit,* Three hours. E. M. SMITH.

302. Ontology. The study of being and its categories. Causality. First principles of metaphysics. *Credit,* Three hours. E. M. SMITH.

401. Cosmology. The origin, nature, and laws of the material universe. A general application of metaphysics to the material world. Prerequisite: Philosophy 201, 202, 302. *Credit,* Three hours. F. P. SMITH.

402. Rational Psychology. Discusses the origin of life, the nature and destiny of the human soul, its powerrs and activities. Prerequisite: Philosophy 201, 202, 302. *Credit,* Three hours. DWYER.

403. Theodicy. Analyzes and evaluates the rational proofs for the existence of God. Discusses the divine attributes. *Credit,* Two hours. J. CARROLL.

404. Survey of Philosophy. A general history of philosophy that aims to point out and evaluate the major figures and trends in the field, from ancient times to the present. *Credit*, Two hours. E. M. SMITH.

505, 506. History of Ancient Philosophy. A chronological survey of the development of philosophical thought in the ancient world, culminating in the work of Plato and Aristotle. *Credit*, Four hours. E. M. SMITH. Offered 1946-1947.

507, 508. St. Thomas: Summa Contra Gentiles. This course is not only an exposition of the philosophical errors current in the time of St. Thomas, but also treats of certain more important tenets in the teachings of the Church from the point of view of Aristotelian philosophy. *Credit*, Four hours. CARROLL. Offered 1947-1948.

509, 510. Philosophy and Science. A consideration of the relationship of scientific data to philosophical investigation, with special consideration of points of apparent opposition. *Credit*, Four hours. Offered 1947-1948.

513. Readings in Plato. An intensive reading and analysis of the Republic together with selections from the Laws. *Credit*, Three hours. E. M. SMITH. Offered 1946-1947.

514. Nichomachean Ethics. A critical examination of Aristotle's Ethics, following the commentary of St. Thomas Aquinas. *Credit*, Three hours. F. P. SMITH. Offered 1946-1947.

563, 564. History of Religious Philosophies. An analysis of the origin tenets and liturgical practices of religious expression from the earliest times to the present day. The course includes specific attention to Buddhism, Brahminism, Islamism, Confucianism, Taoism, Shintoism, as the principal forms of organized religion in the East. The Semitic and Christian traditions are treated as the religious influences of the West. Totemism and Fetishism are discussed as forms of pagan worship. *Credit*, Four hours. E. M. SMITH. Offered Summer, 1946.

601, 602. History of Medieval Philosophy. A survey of philosophical thought in the Middle Ages from its patristic beginnings to the 16th Century. Special emphasis is placed on the 12th, 13th, and 14th Centuries. *Credit*, Four hours. Offered 1947-1948.

607, 608. History of Modern Philosophy. By means of lectures and readings, follows the course of philosophy from Descartes and Hobbs to the Kantian school of the nineteenth century. *Credit*, Four Hours. Offered 1948-1949.

611. Problems in Thomistic Philosophy. A study of the opinions of St. Thomas on classic controversial questions. *Credit*, Three hours. CARROLL. Offered 1945-1946.

621. The Neo-Scholastic Movement. A consideration of modern scholasticism and its contributions to contemporary philosophy. Readings in the work of significant figures in the field. *Credit*, Two hours. CARROLL. Offered 1945-1946.

622. Medieval Science. Discusses the nature of scientific concepts in the Middle Ages and their relation to medieval philosophy. Particular stress is laid on the work of Roger Bacon. *Credit*, Two hours. F. P. SMITH. Offered 1946-1947.

651. Introduction to Bibliography. Designed to familiarize the student with the procedure to be followed and the materials to be employed in prosecuting independent research. *Credit,* Two hours. Offered 1947-1948.

PHYSICS

201, 202. General Physics. A general course designed to give the student a basic knowledge of the mechanics and properties of matter, heat, wave motion, sound, magnetism, electricity and light. *Credit,* Eight hours. KOZORA.

207, 208. Principles of Physics. A cultural course suited to the needs of the college student who seeks familiarity with the laws of the physical world. Lectures and demonstrations. *Credit,* Six hours.

301. Heat. A study of heat energy and work, with particular emphasis on the fundamentals of kinetic theory and thermodynamics. Prerequisite: Physics 201, 202. *Credit,* Four hours. YOCHUM.

302. Light. Geometrical and physical optics, photometry, spectroscopy, and the general properties of radiant energy. Prerequisite: Physics 201, 202. *Credit,* Four hours. YOCHUM.

303, 304. Mechanics. Analytical mechanics, dynamics of a system of particles, statics and dynamics, rigid bodies, etc. Prerequisite: Physics 201, 202; Mathematics 201, 202. *Credit,* Four hours. CROWE.

401. Electricity and Magnetism. An introduction to the fundamental principles of electric and magnetic fields. Prerequisite: Physics 201, 202; Mathematics 201, 202. *Credit,* Four hours. KOZORA.

402. Electronics. A continuation of Physics 401, with particular attention to the principles and design of electron tubes and circuits. Prerequisite: Physics 401. *Credit,* Four hours.

403, 404. Atomic Physics. A study of the structure of matter as obtained from spectroscopic and other types of information; quantum theory; the structure of the atomic nucleus; transmutation of the elements. Prerequisite: Physics 201, 202; Mathematics 201, 202. *Credit,* Four hours.

PSYCHOLOGY

220. General Psychology. The essential laws and principles of human behavior. Methods of psychology; fundamental native reactions; emotional life; mental life, including imagination, thinking, reasoning, concepts and judgments; sensations; perceptions; adjustment; and personality. This course is the foundation for other courses in psychology. *Credit,* Three hours. DWYER, KNIGHT.

320. Child Psychology. The child's mind, its nature and endowment; characteristics dominant at different ages; development of mental traits and abilities, of moral nature, and of various child activities. *Credit,* Three hours. BRENNAN.

330. Adolescent Psychology. Mental, moral, emotional and social development of the adolescent; various problems of adolescent behavior; the adolescent's interests, environment, hygiene. *Credit,* Three hours. SAVULAK.

340. Social Psychology. Foundations of social behavior; mechanisms of social adjustment; application of psychological principles to practical social problems. *Credit,* Three hours. DWYER.

350. Abnormal Psychology. Exaggerated and faulty psychological processes; impaired cognitional processes; pathological reactions with special reference to emotion and volition. *Credit,* Three hours. HOLT.

401. Experimental Psychology. The laboratory study of basic psychological processes: sensation, perception, imagination, memory, thought, emotion, volition. Measurements: cognitional, emotional and volitional. Experimental examination of personality. *Credit,* Three hours. HOLT.

402. Rational Psychology. The facts of higher mental processes: thought and volition, and their causes; the various theories concerning the ultimate nature of man, the human soul, personality and mental operations. *Credit,* Three hours. DWYER.

551. Mental Hygiene. Mental disease: its psychological cause; proper measures for prevention. Mental health: elements of the wholesome personality; practical steps for development; hygienic adjustment to the conflicts of life. *Credit,* Three hours. HOLT.

RELIGION

101. Apologetics. Existence of God, Nature of Religion, Need of Revelation, Marks of Revelation, Divinity of Christ, Revelation given by Christ, Founding of the Church, Marks of the Church. The Teaching and Legislative Power of the Church, the Power of Orders, Relation of Church and State, Form of Government in the Church. *Credit,* Two hours. KNIGHT.

102. The Nature of God. God, His Nature and Attributes, Providence, Trinity, Incarnation, Redemption, Sin. Prerequisite: Religion 101. *Credit,* Two hours. KNIGHT.

201. Grace and the Sacraments. Grace and Free Will, Sanctifying Grace, Means of Grace, Sacraments, Baptism, Confirmation, Holy Orders, Matrimony, Penance, Extreme Unction, Holy Eucharist, the Mass. Prerequisite: Religion 101. *Credit,* Two hours. KNIGHT.

202. The Precepts and Man. Virtues: Faith, Hope, Charity. Commandments: First to the Third. Commandments: Fourth to the Tenth. Creation, Evolution, Immortality of the Soul, Four Last Things. Prerequisite: Religion 101. *Credit,* Two hours. KNIGHT.

Religion Seminar. Non-Catholics who wish to know more about the teaching and practice of the Church and Catholics who desire to make a deeper study of various religious questions may register for this course. No credit. UNIVERSITY CHAPLAIN.

301. Life Problems. The course offers the opportunity to develop attitudes towards living based on fundamental Catholic principles of religion, philosophy, culture and social service. It is offered only to advanced students with the purpose of coordinating in a practical manner the knowledge the student has already acquired or is acquiring. *Credit,* Two hours.

SOCIAL SCIENCES

ECONOMICS

211, 212. Principles of Economics. A study of the fundamental concepts, institutions, and principles of economics as they appear in the production, consumption, and distribution of wealth. *Credit,* Six hours.

217, 218. Labor Economics. A study of the workers as human personalities, of social unrest, employment, its stabilization, wages, working conditions, living standards, social insurance, and the modern labor movement, and its objectives. Prerequisite: Economics 211, 212. *Credit,* Six hours. SPIEGEL.

319, 320. Public Finance. A study of the principles and practices relating to governmental taxing, borrowing, and spending. Prerequisite: Economics 211, 212. *Credit,* Four hours. SPIEGEL.

405, 406. History of Economic Thought. Chronologically and topically developed, this course will present the history of economic ideas and systems from the earliest times to the present. Prerequisite: Economics 211, 212. *Credit,* Four hours.

507, 508. Economics of War. A study of the various economic problems presented by defense programs, including the nature of modern war, manpower, strategic materials, mobilization of labor and industry, finance, and international economic relations. *Credit,* Four hours. SPIEGEL.

POLITICAL SCIENCE

201. American Federal Government. Colonial and Revolutionary sources: Federal Constitution, origin of parties, party organization, election, actual working of Federal and State governments, with special consideration of the Inter-State Commerce Commission, Federal Trade Commission and the Federal Reserve Board. Lectures, library readings, and recitations. *Credit,* Three hours. FAIDEL.

202. American State and Local Government. Embraces a study of the position of the State in the Federal Union; popular control in state and local government; state and local politics; the state legislature, the state judiciary, the governor, and local rural government. *Credit,* Three hours. FAIDEL.

301. Municipal Government. The different methods of city government, including the commission and city manager systems and problems incident to city administration in America and Europe. Lectures, recitations and collateral reading. *Credit,* Three hours. WALTON.

302. Comparative Government. A study of the various governments of the nations of the world, showing their similarities and differences. Lectures, recitations, and collateral reading. Prerequisite: Political Science 201. *Credit,* Three hours. WALTON.

401. Pennsylvania State Government. Historical background influencing constitution and governmental functions; regulation of business and tendencies in Pennsylvania government; influence of political parties; industrial relations legislation. *Credit,* Two hours. FAIDEL.

402. Public Opinion and Propaganda. A study of the nature and influence of propaganda, its impact upon the public mind and its use by governments, political parties and labor groups. *Credit,* Two hours. WALTON.

405, 406. History of Political Thought. Ancient theories since Socrates and Plato; medieval and modern theories; impact upon American Revolution and Federal Constitution; impact upon modern class legislation. *Credit,* Four hours.

501. Historical Growth of the United States Constitution. Revolutionary origin of Constitution; Bill of Rights; historical background of Amendments; present trend. *Credit,* Two hours. WALTON.

502. Geopolitics. Analysis of influence exerted by world space and natural resources upon the evolution and development of peoples and states; ancient, medieval and modern authors; recent diversion to power politics by modern governments. *Credit,* Two hours. FAIDEL.

503. International Relations. Foreign policies and relations with particular emphasis on nationalism and internationalism. *Credit,* Two hours. SPIEGEL.

SOCIOLOGY

101, 102. Principles of Sociology. An introduction to the basic sociological concepts, with concentration on the principles underlying the phenomena in the fields of Family, Housing, Population, Education, Health, Race Relations and Crime. *Credit,* Four hours. DUFFY.

201, 202. Practical Sociology. A study of the various agencies that have been set up to meet contemporary social problems. *Credit,* Four hours. McGOWAN.

305. Society and Government. A study of law, liberty, equality; outlook of Capitalism, Nazism, Communism, Fascism and Catholicism on Society, Government, Family, Religion, Education and Race Relations. Prerequisite: Sociology 101, 102; 201, 202. *Credit,* Three hours. DUFFY.

306. The Family. A cultural study of the variations in the form of the family in ethnic groups; basic principles governing the Marriage and the Family as a physical, psychological and social fact; family adjustment. Prerequisite: Sociology 101, 102; 201, 202. *Credit,* Three hours. DUFFY.

309. Social Statistics. An exposition of the basic tools used in sociological research, aimed at an appreciation of the implication of social data. Prerequisite: Sociology 101, 102; 201, 202. *Credit,* Two hours. DUFFY.

310. Christian Social Thought. An evaluation of Christianity's role in the definition of present day attitudes and social activity. Prerequisite: Sociology 101, 102; 201, 202. *Credit,* Two hours. DUFFY.

401. Population Problems. Population theories, expansive, restrictive; contribution of Malthus; adjustment of people to social institutions. Prerequisite: 101, 102; 201, 202. *Credit,* Three hours. McGOWAN.

402. Crime and Society. Crime as a social phenomenon; criminals and environment; responsibility; retribution; protections. Prerequisite: Sociology 201, 202. *Credit,* Three hours. McGOWAN.

407. History of Social Thought. Contributions of ancient and medieval cultures to the field of social, economic, political and religious thinking; their influence on later thought. *Credit,* Two hours. DUFFY.

408. History of Social Thought. Modern social and political concepts; the development and consequent contributions of scientific sociology. Prerequisite: Sociology 407. *Credit,* Two hours. DUFFY.

FORM OF BEQUEST

Because of my interest in the educational work being done by Duquesne University, and in consideration of others subscribing, I hereby subscribe and promise to pay to Duquesne University, a corporation existing under the laws of the Commonwealth of Pennsylvania,

the sum of.....dollars.

Date..... Signed.....

Witness.....

DUQUESNE UNIVERSITY

COLLEGE OF LIBERAL ARTS AND SCIENCES

SCHOOL OF LAW

SCHOOL OF BUSINESS ADMINISTRATION

SCHOOL OF PHARMACY

SCHOOL OF MUSIC

SCHOOL OF EDUCATION

SCHOOL OF NURSING

GRADUATE SCHOOL

DUQUESNE UNIVERSITY
PITTSBURGH 19, PA. GRant 4635

CALENDAR—1946-1947

SUMMER SESSION

May 27–31, Monday-Friday.....Registration Summer Evening
June 3, Monday.....Summer Evening Session Begins
June 6, 7, Thursday and Friday.....Registration Pre-Session
June 10, Monday.....Pre-Session Begins
June 28, Friday.....Pre-Session Ends
June 27–29, Thursday–Saturday.....Registration Summer Day (6–8 weeks)
July 1, Monday.....Summer Day (6–8 weeks) Session Begins
July 4, Thursday.....A Holiday
July 5, Friday.....Latest Date to Apply for Degrees, August Candidates
August 9, Friday.....Summer Day (6 weeks) Session Ends
August 23, Friday.....Summer Evening and 8 weeks Day Sessions End

FIRST SEMESTER

September 4–7, Wednesday–Saturday.....Registration, School of Law
September 9, Monday.....First Semester Begins—School of Law
September 11–14, Wednesday–Saturday.....Registration, First Semester*
September 16, Monday.....First Semester Begins*
September 28, Saturday..Latest Date for Registration, Change of Schedules
October 14–16, Monday–Wednesday.....Annual Retreat
October 26, Saturday..... Latest Date for Removal of E, I, & X Marks
October 26, Saturday...Latest Date to Apply for Degrees, Jan. Candidates
November 1, Friday.....A Holiday
November 6, Wednesday.....Mid-Semester Examinations
November 11, Monday.....A Holiday*
November 20, Wednesday.....Thanksgiving Recess begins after last class
November 25, Monday.....Classes Resumed
December 19, Thursday.....Christmas Vacation begins after last class
December 20, Friday, Christmas Vacation begins after last class, School of Law
January 6, Monday.....Classes Resumed
January 20, Monday.....Final Examinations Begin*
January 27, 28, Monday and Tuesday.....Mid-Year Holiday*

SECOND SEMESTER

January 29–February 1, Wednesday–Saturday.Registration, Second Semester*
February 3, Monday.....Second Semester Begins
February 15, Saturday..Latest Date for Registration, Change of Schedules
March 15, Saturday.....Latest Date for Removal of E, I, & X Marks
March 15, Saturday...Latest Date to Apply for Degrees, June Candidates
March 26, Wednesday.....Mid-Semester Examinations
April 2, Wednesday.....Easter Recess begins after last class*
April 7, Monday.....Easter Recess begins after last class—School of Law
April 9, Wednesday.....Classes Resumed
May 15, Thursday.....A Holiday
May 26, Monday.....Final Examinations Begin*
May 30, Friday.....A Holiday
June 8, Sunday.....Baccalaureate Services and Commencement Exercises

*All Schools except the School of Law